

# Eco-Schools Green Flag Award Criteria Checklist

Please log in to your account on the Eco-Schools website to submit your award application, then send a confirmation email to [marina@kab.org.au](mailto:marina@kab.org.au).

## General Criteria

- The School is **registered** with Eco-Schools Australia, up to date with **annual subscription** & has provided all requested “Baseline” **reporting** data
- The School keeps a **portfolio of evidence** of Eco-Schools activities and projects completed (Eco-Schools Portfolio, to be submitted with this checklist)
- The School completes the relevant **online application form** with supporting documents from their Eco-Schools Portfolio

## 1. Eco-committee

- The school has an **Eco-Committee** that meets at least **once a term**, and **members** include:
  - Pupils from a range of year groups
  - Teachers from 3+ classes or departments
  - The Principal or Principal’s representative
  - a parent and/or governor representative
  - School facilities staff member
- Minutes** are kept of meetings and **progress reported** back to class and school **governors**
- Pupils take **significant responsibility** for running the committee, e.g. chairing, voting, taking minutes. (At teachers’ discretion, based on age and ability of pupils involved.)
- A list or photo of the committee members is **displayed** in school and there is an agreed method for

electing and training new members to ensure **continuity** of the Eco-Committee.

## 2. Environmental Review

- The Eco-Committee completes an **Environmental Review** of the school at least **once a year** covering **all** of the Eco-Schools **themes**. Pupils took the **lead** in carrying out the review.
- Results of the review have been **recorded**, discussed by the Eco-Committee and **communicated** with the whole school to generate project ideas. The **results** of the review form the basis of the **Action Plan** (you will need to upload a copy of your Environmental Review when you lodge the application).

## 3. Action Plan (work on themes)

- The Eco-Committee has produced a **detailed Action Plan**, influenced by the Environmental Review, covering **3+ Eco-Schools themes** (*For Green Flag Renewal: +1 additional theme incorporated per year*)
- The action plan details **timescales, targets** and **measures**, who is responsible plus what **curriculum & community** links will be made (you will need to upload a copy of your Action Plan when you lodge the application).
- Action Plan updates and other evidence in the Eco-Schools portfolio show **continuous improvement** against at least **3 Eco-Schools themes**. Action plans are **reviewed** at Eco-Committee meetings and updated based on **evaluation** of previous projects and environmental review findings.
- Achievement of the Eco-Schools Action Plan is a priority in the overall **development plan or strategy** for the school.

## 4. Monitor & Evaluate

- School has submitted baseline and follow-up data as required by Eco-Schools Australia
- The Eco-Committee collects **evidence** of completed Eco-Schools activities & action projects into their Eco-Schools Portfolio, e.g. samples of work, before and after photos, data collection



- The Eco-Committee leads an **ongoing monitoring & evaluation** process relating to Eco-Schools program. They use information they have collected to **evaluate longer-term impacts** against **all themes** addressed in their action plan.
- The **whole school** is aware of progress of environmental action, and is given the opportunity to evaluate its effect through **discussion and debate**. This enables the school to build on successes and decide on remedial action when activities are not proving successful.
- Eco-Schools monitoring **data** is used for **curriculum** work by at least one year group.

## 5. Curriculum Links

- The school can demonstrate that **all students** have the opportunity to **explore** Eco-Schools themes in at least **three** curriculum areas.
- Aspects of Eco-Schools activities such as Environmental Review, Monitoring & Evaluation & Informing & Involving, are **integrated** into a range of subjects across the curriculum for the **majority of classes or year groups**.
- The school has a named individual **responsible** for promoting Eco-Schools/ESD throughout the curriculum and an Eco-Schools **curriculum audit** has been completed.
- The school has a dedicated **Eco-Schools day or event** at least once a year.

## 6. Inform & Involve

- The school has a prominent, designated **notice board**, detailing Eco-Schools activities.
- Details of Eco-Schools activities are put on the School's **web site** (if the school has one)
- The Eco-Committee regularly communicates Eco-Schools activities to the **whole school** (eg. via assemblies) and to the **wider community** (e.g. via the school newsletter & website.)

- The school has **shared good practice** with other Eco-Schools or schools who wish to join the Eco-Schools program.
- Eco-Schools activities are integral to the school and the whole school engages in annual **Day of Action** (or similar activities)
- The wider **community is involved** in the activities going on in the school; for example local council officers and members of local businesses, or environmental organisations.
- The school has approached the local **media** to cover its Eco-Schools activities.

## 7. Eco-code

- The school has an **agreed and adopted** an Eco-Code and the Eco-Code is **displayed** on the Eco-Schools **notice board**, in **all classrooms** and on school **website** (you will need to share it when you lodge the application).
- The Eco Code is **reviewed** by the whole school every year to make sure it remains **relevant**
- The Eco-Code is known and **understood** by the majority of pupils and staff