



GSF1: Application for the Green Flag Award

Litter and Waste Theme

You must answer all 15 questions of this application form in full. Please ensure you have read the questions thoroughly and that you have met every requirement outlined in the checklist below before you send in your application.

If you have any questions regarding the application process, please contact the Green-Schools Office on 01-4002202, or email gsapplications@eeu.antaisce.org

Before You Fill In This Form: Download Instructions

1. Please ensure you have downloaded the updated **Adobe Reader** which is available at www.greenschoolsireland.org or at <http://get.adobe.com/reader/>
2. Once you have downloaded Adobe Reader, download this form and **save a copy** to your own computer. You can then save data in the form.

Before You Fill In And Submit This Form

1. Read the **Guide to Completing the Application Form for the Green Flag** (available at www.greenschoolsireland.org) to ensure you complete each section correctly
2. Please ensure that all the following requirements are in place:

Your school is registered with the An Taisce Green-Schools programme. Please contact us if you are unsure about this.

You have been working on the programme for more than one school year
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You have completed all Seven Steps of the Green-Schools programme

You have completed an Environmental Review for the Litter and Waste Theme

You have a current Action Plan, with future targets

You have completed a Day of Action

When you have completed this form:

- a) Email your completed Application Form to gsapplications@eeu.antaisce.org (**Preferred Option**)
OR
- b) Print this Application Form and post it to: Green-Schools Office, 5a Swift's Alley, Francis Street, Dublin 8.

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Litter and Waste Theme

Please fill in all of the below fields:

School Name:

School Type:

Roll No:

Address 1:

Address 2:

Local Authority:

Telephone:

Email:

School Website:

Number of Staff:

Number of Students:

We, the undersigned*, declare that the following is a true record of our Green-Schools experience, and wish to apply for the Green Flag Award on behalf of our school.

We also declare that the following criteria have been completed for this academic year and will be available for Green-Schools Assessors to view when/if they visit our school:

- **Completed Environmental Review**
- **Current Action Plan**
- **Green Code**
- **Up-to-Date Green-Schools Notice-Board**

Principal Name:

Green-Schools Coordinator Name:

Date of Submission:

*A typed signature will suffice



Please fill in the questions below in relation to your Green-Schools programme:

Step 1: Green-Schools Committee

1. Who sits on your Green-Schools committee? (Please list each member and detail who they are ie. 4th class pupil, 2nd year student, coordinator, teacher, parent etc, and explain how the committee was formed, how information is circulated)

2. **How often does your committee meet?**

Weekly

Fortnightly

Monthly

Other

Please Specify: _____



3. Please include an example of minutes taken from one of your Green-Schools committee meetings:



Step 2: Environmental Review

Please provide us with details of your Environmental Review, which should have been carried out when you began working on your Green-Schools programme. Guidance for the review is provided in the Litter and Waste Resources at www.greenschoolsireland.org.

4. When was your first Green-Schools Environmental Review carried out? Please give the month and year: _____

Litter Review

5. For your Litter Review, did you conduct any of the following:

Essential Actions

- Complete the Litter Checklist as set out in the Litter and Waste resources
- Identify any Litter Blackspots on your school grounds

Recommended Actions

- Create a Map of Litter Blackspots
- Collect and segregate litter on school grounds (to identify sources of litter)
- Complete a Litter Awareness Questionnaire with staff/students
- Other
- If selected 'Other' please provide details:



Waste Review

6. For your Waste Review, did you conduct any of the following:

Essential Actions:

- Complete the Waste Checklist as set out in the Litter and Waste resources
- Identify and record the amount of waste being generated by your school
- Complete a Waste Audit to identify the types of waste your school was generating

Recommended Actions:

- Identify the number of sheets photocopied during a specific period in your school
- Identify the types of waste that are recycled in your school
- Identify the types of waste that could be recycled in your school
- An awareness questionnaire of staff/pupils
- Other
- If selected 'Other' please provide details:



7. Please compare the amounts of waste your school produced for two comparable periods of time over the duration of your work on the Litter and Waste theme:

- ✓ **Please provide figures for all types of waste produced by your schools: general, recycling, compost, etc.**
- ✓ **If you are counting your waste in bins/bags please note the size of the bins/bags used**
- ✓ Please refer to the **guideline notes** at the **end of this form** for further information on how to fill this section out

		Start date for period over which waste consumption was calculated	Finish date for period over which waste consumption was calculated	Number of <u>school days</u> in this period	Amount of Waste (kg/bags/bins - 120l/240l/1110l etc.)	Cost (Euros)	How did you measure your Waste consumption? (eg. weighed bins, waste company receipts, etc)
Year 1 (Review)	General Waste						
	Recycling						
	Composting						
Year 2 (Latest Figures)	General Waste						
	Recycling						
	Composting						



8. What were the main findings of your Environmental Review: (eg. levels of awareness, etc)

Litter:

Waste:



Step 3: Action Plan

9. Please type your current Action Plan in below with quantifiable targets (eg. 60% reduction in waste to landfill by May) where applicable.
Alternatively you can attach your Action Plan to the same email you are submitting this form with.

*Remember to include **future targets/planned actions** alongside present and past actions.*

Action/Target	Person/Group Responsible	Timeframe	Progress Made



Step 6: Informing and Involving

12.

a) Describe your Day of Action.

b) How is the whole school informed of and involved in the Green-Schools programme? Eg. Rotation of committee, involvement in actions, school assemblies, newsletters; Green-Schools notice-board etc.

c) How is the wider community informed of and involved in the Green-Schools programme? Eg. involving parents, local groups, publicity gained, industry links, speakers, etc.



Step 7: Green Code

13. Please reproduce your school's Green Code :

14. Describe how the Green Code was agreed and how it has been integrated into school life:



Feedback

15.

- a) Please highlight any positive aspects you encountered while working on the programme?

- b) Please highlight any negative aspects you encountered while working on the programme?

- c) How do you think the programme could be improved?



Before you send us your application:

1. Please ensure all sections of this form are filled in fully and accurately.
2. Please ensure you have included, if applicable:
 - a. An example of minutes from one of your Green-School Committee meetings
 - b. A copy of your Action Plan

You will also have the opportunity to display all additional work and images/photos/artwork for the Green-Schools Assessor when they visit the school.

Please email this application to: gsapplications@eeu.antaisce.org

If you have any queries please contact:

Green-Schools
Unit 5a Swift's Alley
Francis Street
Dublin 8
01-4002202
greenschools@antaisce.org



Notes: Environmental Review: Litter and Waste

Litter Review

Questions 5: For your Litter Review, did you conduct any of the following?

The first two actions on the list are essential actions. Both of these must be carried out as part of your litter review. You can find guidance on conducting a Litter Review in the Litter and Waste Resources at www.greenschoolsireland.org.

It is also advisable to conduct other actions listed in the application form as these actions will all play an important role in increasing awareness of litter and waste issues in the school and local community.

If you have carried out a Litter Review that is not listed please tick the box opposite 'Other' and provide details of this review in the space provided.

Waste Review

Question 6: For your Waste Review, did you conduct any of the following?

It is essential that you complete the first three actions and establish the amount of waste your school is producing before beginning work on the programme. Guidance for these actions is provided in the Litter and Waste Resources.

The recommended actions are optional however Green-Schools are encouraged to carry out some or all of these actions. Please indicate which actions from the list you have completed by ticking the relevant accompanying boxes.

If you have carried out any other activities/actions as part of your review that is not indicated on the list please give a short description in the field entitled 'Other'.

Question 7: Please compare the amounts of waste your school produced for two periods over the duration of your work on the Litter and Waste theme:

For this question, you are asked to provide the quantities of waste being generated in your school when you began working on the programme during a set period of time, (eg. Five school days) and the quantities of waste being generated at the time you apply for your Green Flag following the implementation of the Litter & Waste theme.



		Start date for period over which waste consumption was measured	Finish date for period over which waste consumption was measured	Number of school days in this period	Amount of Waste (kg/bags/bins - 120L/240L/1110L etc.)	Cost (€)	How did you measure your Waste consumption
Year 1 Review	General Waste	2/9/12	2/10/12	5	4 bins (240L)	100 Euro	Waste bills
	Recycling	2/9/12	2/10/12	5	Nil	n/a	Counted the bins
	Composting	2/9/12	2/10/12	5	10 kg	n/a	Weighed the bins
Year 2 (Latest Figures)	General Waste	2/9/13	2/10/13	5	2 bins (240L)	50 Euro	Waste Bills
	Recycling	2/9/13	2/10/13	5	2 bins (240L)	20 Euro	Waste Bills/ Counted the bins
	Composting	2/9/13	2/10/13	5	25 Kg	n/a	Weighed the bins

It is important to note these figures before working on the programme in order to set realistic targets for reduction of school landfill waste and for increasing recycling and composting levels. The school waste can be noted in weight, bins, bags or cost (bills). **Please note that if you are counting the number of bins being collected from your school it is important to indicate the size of the bins in use in your school, ie. 120L, 240L etc.**

