

GUIDELINES FOR SUBMITTING A FINAL APPLICATION WITHIN THE COMPETITION OF A GREEN CERTIFICATE , POLAND 2019

The assessment of the report on obtaining an international Green Flag certificate consists of:

I. Formal assessment of the report

Formal assessment will consist in checking whether the Institution has met the formal requirements set out in the Regulations, Guidelines, Schedule and Price List, which is tantamount to providing the affirmative answer to each of the following questions:

- a. whether the registration form has been completed;
- b. whether the Branch carried out activities in accordance with the Eco-Schools Seven Step Methodology and its guidelines;
- c. whether the Eco Committee of the Committee was made up of Pupils / Fellows and whether they performed the following functions: planning, decision-making, opinion-giving and evaluating;
- d. whether the activities were conducted using the project method and whether the created project was developed independently;
- e. whether the organizer has sent an action plan in electronic form within the applicable deadline
- f. whether the Final Report, prepared in accordance with the guidelines indicated by the Organizer; was sent within the applicable time limit;
- g. whether the facility generated a material effect and a tool for measuring the environmental effect (in accordance with the assumptions in the action plan)
- h. whether the Site has met all applicable deadlines in accordance with the Schedule;
- i. whether the activities undertaken by the Institution are pro-ecological activities related to sustainable development (ATTENTION! Activities that have a pro-health / sports character do not meet the requirement of pro-ecological actions in this case).

II.

Substantive assessment of applications for certification

Substantive assessment will consist in the evaluation of the Report submitted by the agency via the e-mail route

final, developed according to guidelines indicated by the Organizer.

The final report for the certificate takes the form created by

a presentation facility in one of the available programs for creating presentations (eg PowerPoint or Prezi).

III. Guidelines on the Final Report for institutions applying for international

Green Flag certificate in the school year 2018/2019

1. The first slide contains the full name of the institution and the first name and surname of the coordinator.

2. The following slides present actions in accordance with the Seven Step Methodology:

a. the slide series for each step is initiated by its name, e.g. "Step 1.

Establishment of the Eco-Committee ", keeping the order of individual steps;

b. the slide series for each step must contain a brief description of the steps taken in sequence Steps of the Seven Step Methodology (see item 3);

c. in addition, the description should be supported by photographs; a minimum of 12 is required various photos. Each photo has a different action, but it is necessary photos of the Eco-Code and the factual effect.

3. Guidelines for a brief description of each of the following steps:

Each description must contain short and factual answers to the questions:

a) Establishment of the Eco-Committee

- How was the Eco-Committee established?

- Did the Eco-Committee include pupils / pupils, parents, teachers, others employees of the facility, other people?

- How often did the Eco Committee meetings take place?

- What roles did the pupils play in the Eco Committee: planning, decision-making, opinionating, evaluating?

- Conducting an Eco-Audit

- How was the initial / final audit carried out?

- Which areas were the best and which were worst as a result of the audit initial?

- what progress / or lack thereof in relation to the initial audit was observed?

c) Development of the Action Plan

- What thematic area has been chosen?

- Justification for the choice of area

- Has the objective of the action been achieved?

- What actions have been taken (photo + one sentence description)

- Who was responsible for particular activities (pupils / alumni, teachers, parents...)?

d) Control and evaluation of activities

- Was the action plan modified during implementation? What were the reasons?
- How was the monitoring of the course of action carried out?
- What were the corrective actions in cases of possible failures?
- What was the ecological effect measurement tool like?
- Has the ecological effect been achieved? If not, has there been reflection on why this happened?
- What material effect arose? (Be sure to include a picture of the material effect).

e) Integration with the curriculum

- Which of the actions taken have been included in the implemented action program?
- What elements of the core curriculum have been included in the activities?

f) Information and engagement of others

- Is there an Eco School board in the facility?
- What steps have been taken to inform the (pre) school and local environment about the activities?
(press, website, social media, TV, radio ...?)

- How did cooperation with the local community proceed? Which partners were involved in actions?

g) Development of the Eco-Code

- Has a new Eco-Code been created or the old one modified?
- Who dealt with the creation of the content Eco-Directory and who the parties