



# POLLI:NATION

## Terms and Conditions of the Polli:Nation Schools Award

Polli:Nation is a three year in-school programme (43 month project total) working with 65 Secondary schools and 195 Primary schools across England, Wales, Scotland and Northern Ireland. Polli:Nation will support 65 school clusters consisting of a lead secondary school and three feeder primary schools (or special educational units, children's centres and other support services). Funding and intensive support will be provided to these cluster groups to develop a network of exemplar Polli:Nation schools across the UK. We would like you to make a commitment to the programme and the aims and objectives that underline it. By signing these terms and conditions you are confirming your commitment and agreeing to the following if your school is accepted onto the programme:

### The Partnership

Learning through Landscapes (LTL) developed this project in response to: the decline in the UK's pollinating insects; the demand from schools to broaden children's understanding of the links between pollination and food security; the need for more trained data recorders in the UK. LTL is the UK charity dedicated to enhancing outdoor learning and play for children. Our vision is that every child benefits from stimulating outdoor learning and play in their education. The project is being delivered in collaboration with the project board: **Buglife, Field Studies Council, Butterfly Conservation and Imperial College London ([OPAL network](#))**.

### The Heritage Lottery Fund

The Heritage Lottery fund has awarded the Project Board £1.4million. The total investment will reach 119,000 children and young people directly through participating schools and many more through the free on-line resources and survey activities. The project started in April 2015, and will be completed in September 2018.

### The School clusters

The school cluster model serves three purposes:

Firstly, it introduces children to the concept of natural heritage corridors, stepping stones and biodiversity routes;

Secondly, it aids transition from primary to secondary in children's passion and enthusiasm for their natural heritage, which is often left behind as they move up through the school system; and

Thirdly, it enables the opportunity to extend biodiversity corridors in the community.

Schools across the UK will be able to make use of the resources produced for this project, taking inspiration from the work in the 65 exemplar clusters. Learning from the cluster schools (“project schools”) will enable a rationale for “non-project schools” to engage in self-led activities to improve opportunities for pollinators and for engaging children and young people in learning about and protecting insect pollinators and their habitats.

## Engagement and behavioural change in schools

Teachers and non-teaching staff will be trained and supported to deliver pollinator and natural heritage habitat related activities and lessons utilising their school grounds and local walk-to spaces across a range of curriculum subjects. Before direct intervention starts with pupils, education networking and training events will be held in each country.

Children in participating schools will learn about insect pollinators and their habitats through a number of supported routes which will include:

- Introduction to Polli:Nation sessions for teachers and pupils including research and surveying techniques, species identification, enhancing and conserving habitats for insect pollinators; and exploring why pollinators are at risk and how pupils can contribute to mitigating these risks
- Pupils will then be supported to research and explore local insect pollination species and habitats through off-site visits, desk-based research, intergenerational dialogues and forming partnerships with local interest groups and beginning to develop the role of Polli:Nation activists. This will include an in-school baseline data collection day as part of the OPAL Polli:Nation survey
- ‘Making Change’ workshops in schools will introduce teachers and pupils to the possibilities for introducing and improving natural heritage habitats in their school grounds and local walk-to spaces. The ‘Making Change’ workshops will also explore how pupils can influence change in their local areas such as attending council meetings, making posters and local publicity campaigns. Pupils and teachers from project primary schools will attend these workshops
- Pupils and teachers will attend an ‘Explore your Grounds’ workshop to map and plan the schools grounds (or local walk-to space) development
- Development workshops will take place in all project schools to introduce and improve habitats in school grounds and other walk-to community spaces
- A ‘Making progress’ workshop in each cluster lead school will ensure pupils and school staff are supported to maintain changes to their habitat improvements, support their feeder schools and introduce new community groups and volunteers to the project
- Following habitat improvements secondary aged pupils will be trained and supported to undertake an end of project Big School Survey in their own and their feeder schools’ sites
- Learning through Landscapes facilitators will support school staff in each of these areas through a series of workshops

All in-school sessions will be interactive and experiential and take place in the school grounds and local walk-to spaces. Children will lead the changes to the school grounds and local walk-to space and will be supported to make all physical changes themselves.

Throughout the project school staff will be provided with additional lesson materials to enable year-round activities for pupils. Project secondary schools, project primary schools, non-project schools and volunteers will participate at different levels throughout the project as detailed in the participation matrix shown in Annex V.

## **If my school is to receive a Polli:Nation Schools Award, I understand that the school will be required to and agree to:**

- Provide someone to manage and oversee the implementation of our Polli:Nation project and work with your Polli:Nation facilitator for the entire duration of the project up until the official completion date September 2018
- Work in partnership with Learning through Landscapes Trust (LTL) and partners to publicise the success of your Polli:Nation project in the media and inform the Polli:Nation Schools team of any media involvement we may solicit
- Be responsible for any legal checks such as planning permission, insurance and DBS checks for volunteers where necessary
- Effectively manage risks to pupils, staff and visitors to the school arising from Polli:Nation activities and grounds. Learning through Landscapes can provide advice on how to achieve this
- Produce receipts of all expenditure to agreed budget prior to reimbursement of costs following agreement of the Polli:Nation Schools team
- Work with other schools on the Polli:Nation programme and share information and other activities about your project with them by using and posting information on the main Polli:Nation Schools website
- Create and keep updated a website page on your school website to show what has been happening with your project
- Keep a log of events and activities to be able to evaluate the impact of the school's involvement in the Polli:Nation programme and report on the outcomes to LTL throughout the project
- Inform the project team promptly of any issues which may affect the delivery of the project as soon as they occur
- Participate in regular meetings (in person or by phone) with your Polli:Nation facilitator to monitor progress of the project and discuss any concerns you may have
- Ensure a suitable maintenance regime for all habitats provided for pollinators at the agreed location, ensuring as appropriate that volunteers, contractors, staff or pupils undertake the necessary care, granting access for maintenance when necessary throughout the whole year, including school holidays.
- To take best efforts to maintain these habitats for the duration of 10 years or, if their loss is necessary, to demonstrate efforts have been made to secure a new location for such habitats
- Work with LTL to provide photographs and case study information about your school and its participation in the Polli:Nation Schools project as requested
- Agree to spend any cash and materials awarded solely on the Polli:Nation Schools project

## **In addition I understand that:**

If, during the course of the project, funding for the Polli:Nation Schools project is in any way reduced or withdrawn, LTL will make every effort to maintain the financial integrity of the programme to ensure that all Polli:Nation projects are completed. This can, however, by no means be guaranteed, in which case this agreement will be terminated.

We must repay to Learning through Landscapes immediately any Grant that we have been paid (and we will stop any future instalments of the Grant) if:

- we no longer operate as a school
- we have, in Learning through Landscapes' opinion, provided fraudulent, incorrect or misleading information
- we have acted negligently in any significant matter or fraudulently in connection with the project's activities
- any competent authority directs the repayment of the Grant
- there is a significant change in our status
- we knowingly withhold information that is relevant to the content of our application

The Grant is the total amount of funds we will be provided with and will not be increased as a result of us overspending or for any other reason.

This agreement shall remain in force for the period up to the **30th September 2018**.

### Data Protection

LTL will use the information you give us as part of this to administer and analyse grants and for our own research purposes in accordance with our Privacy Policy. ([http://www.ltl.org.uk/Contribute/PDF/PRIVACYPOLICY\\_000.pdf](http://www.ltl.org.uk/Contribute/PDF/PRIVACYPOLICY_000.pdf)).

LTL may give copies of all, or some of this information to our partner organisations, funders, individuals and organisations we consult when assessing applications, monitoring grants and evaluating funding processes and impacts. We may also share this information with other organisations or individuals with a legitimate interest in the Polli:Nation Schools Programme or for the prevention and detection of fraud. We may use the data you provide for our own research purposes. We recognise the need to maintain confidentiality and details will not be made public in anyway, except as required by law.

Full Name of School

Name of Lead Contact

School Address

Email

Telephone Number

Head Teacher's name (Print)

**Head Teacher's signature**

**Date:**

We need your permission to send you other information about relevant products and services from LTL and our partners. Please tick this box if you DO NOT wish to receive such information.

Please send an original signed copy of this agreement along with your [photo permission form](#) to:

Polli:Nation Project, Learning through Landscapes, Ground Floor, F Block, Clarendon House,  
Monarch Way, Winchester, SO22 5PW

Please keep a copy of this agreement for your records