

ResourceSmart Certification Tool Core

School: _____

Date: _____ Verifying Facilitator: _____

How to use this Certification Tool

Use this Certification Tool for **Core** to check your school's progress in this module.

1) When you have fulfilled the required best practice activities contact the Victorian Association for Environmental Education at vaae@vaae.vic.edu.au or 03 9349 1806 for a ResourceSmart AuSSI Vic facilitator to verify your achievements.

2) When verified, apply for a **Certificate of Achievement in Core** or for **ResourceSmart 5Star Sustainability Certification** and contact Sustainability Victoria at schools@sustainability.vic.gov.au or 03 8626 8700.

ResourceSmart 5Star Sustainability Certification is a five star process. See the ResourceSmart website for details - resourcesmart.vic.gov.au.

Towards best practice activities	Examples/Comments
Preparation:	
Whole School Sustainability snapshot School contact details Baseline data gathered (see Resource Module certification tools/School Environment Tracking System (SETS)) Curriculum, infrastructure and daily operations overview Recognition of prior achievements & opportunities for improvement School investigates their Ecological Footprint (e.g. EPA Victoria's Schools Ecological Footprint Calculator)	
School registered for School Environment Tracking System (SETS)	
Development:	
School Council sign-off on sustainability program and school Education for Sustainability (Efs) vision/goal statement	
Sustainability included in at least one of the following: School plan Whole school policy statement Whole school scope and sequence chart (or similar) curriculum plan Strategic Environment Management Plan (SEMP) completed – goals and targets	
Establish a sustainability action plan (e.g. use Resource Module certification tools to identify which actions your school will do next, or list what/when/where/how your school will address sustainability)	
Whole school involvement (program introduced to whole school community, students, parents, staff and community supporters)	
Form planning team (should include staff, students and the wider community)	
Establish awareness of sustainability issues through professional development for staff as appropriate	
Student leadership strategy/plans for involvement developed (e.g. Student Action Teams/ environmental clubs, student democracy/ governance/ committees)	
School copies, collates and regularly updates bills relevant to SETS (electricity, gas, other fuel, water, waste and paper) into dedicated folder	

There is a process to regularly update SETS with new data (e.g. by class groups, Student Action Teams, the planning team)	
Communications:	Examples/Comments
Sustainability Intranet/Internet page created and maintained	
Plan in place to develop and upload case studies of the school's sustainability successes on the school's website (e.g. school's sustainability policy, SEMP, strategy for student involvement)	
School's commitment to sustainability (such as adopting the AuSSI Vic framework) promoted to: the wider school community other schools	
Regular (e.g. at least twice a year) reporting of the school's sustainability outcomes provided to students, staff and wider school community (Including school newsletter, School Council and wider community e.g. local newspaper)	
Whole school celebration of school's sustainability achievements	
Accountability:	
Annual report on school's sustainability achievements (against baseline data) in at least one of the following: Annual Report on the School Plan State or national conference on sustainability Formal report to School Council	
Green purchasing options identified and plan in place to have green procurement process ratified appropriately	

**End of Certification Tool
Core**

This school has completed the required tasks for certification in the ResourceSmart AuSSI Vic Core Module.

School's Name: _____

Principal's Name: _____

Signature: _____

Date: _____

Facilitator's Name: _____

Signature: _____

Date: _____

Sustainability Victoria wishes to acknowledge CERES  for the development of this resource.



Australian Sustainable Schools Initiative
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