



TREES FOR SURVIVAL™  
*Children growing our future*

## The Trees for Survival Partnership in the Auckland Region



Auckland  
Regional Council  
TE RAUHĪTANGA TAIAO

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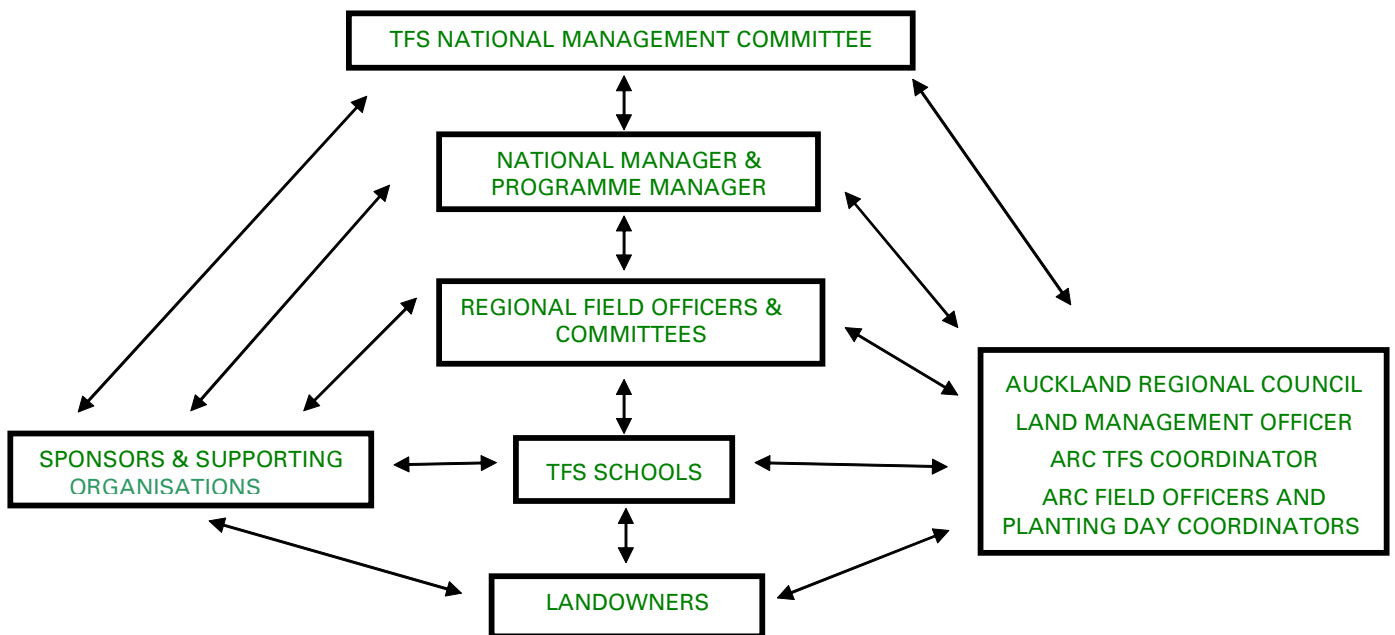
# Introduction

The Trees for Survival programme was established in 1991 by the Rotary Club of Pakuranga. It was based on a similar concept operating in Australia at the time.

The principal objective of the programme is to help remedy soil erosion and water quality issues on land adjoining waterways, using plantings of native trees grown and planted by school children.

Since its early beginnings, the programme has grown to have nationwide coverage with plant growing units in nearly 150 NZ schools. In the Auckland region, this involves around sixteen hundred school children planting around 40,000 trees each year by the sixty six schools participating in the programme.

The TFS programme is a community partnership and the successful achievement of our goal of 'children growing our future' is made possible through the efforts of our partners working together as shown below.



For further information about Trees for Survival please contact the National Manager at PO Box 11 836, Ellerslie, Auckland 1542 or email [info@tfsnz.org.nz](mailto:info@tfsnz.org.nz)

This booklet outlines the roles and responsibilities of the partners involved in the TFS programme.

# Trees for Survival National Committee

The Trustees of the TfS Charitable Trust delegate the management of the TfS programme to the National Committee. This committee meets monthly and is responsible for:

- Reporting to the TfS Board of Trustees.
- The overall coordination and administration of the TfS programme nationally including maintaining partnerships with schools, councils, supporting organisations and landowners.
- Promoting the Trees for Survival programme and arranging funding through grants and sponsorship.
- The management of the financial affairs of the Trust.
- Appointing and overseeing the work of TfS Field Officers nationwide.
- Receiving applications from schools who wish to join the TfS programme, arranging the delivery of plant growing units (PGU) and coordinating the supply of materials, seedlings and associated equipment to schools.
- Helping schools to link with a Supporting Organisation eg Rotary Club or local business to assist with funding and the provision of personnel on planting days.
- Working with all the TfS partners to maximise the learning opportunities for the children involved in the programme.
- Organise contractors to ecosource seed and arrange growers to have the required number and type of seedlings available for distribution in May of each year.
- Working with like minded organisations to encourage more children to plant trees to protect our natural environment.
- Maintaining the website [www.tfsnz.org.nz](http://www.tfsnz.org.nz), producing the quarterly TfS Newsletter and circulating regular email Newsbriefs to schools.
- Producing school resources and promotional material.
- Assisting to resolve any problems which may arise.

## Regional TfS Field Officer

The Trees for Survival model requires that TfS Field Officers are responsible for coordinating the TfS programme within their specified area. Regional Field Officers are appointed by and report to the National Committee.

The role of the TfS Field Officer is:

- Maintain an ongoing liaison with supporting organisations keeping them informed of calendared events and be prepared if necessary to promote TfS to interested parties to ensure the TfS programme is being effectively delivered to schools.
- Coordination with supporting organisations for attendance at planting days to ensure a ratio of one adult to five students
- Coordinate attendance of supporting organisation personnel at potting up and pricking out sessions in schools.

- Identify and assist in the introduction of new schools to the TfS programme, in consultation the TfS Programme Manager and ARC TfS Coordinator, by assisting to manage the process from application to programme implementation. This may involve locating appropriate supporting organisations to support the TfS programme in the school.
- In association with the ARC TfS Coordinator:
  - attend and assist with planting days,
  - attend planting day coordinator meetings and pricking out and potting on sessions held at the schools;
  - assist to survey the number of plants available from each school for planting in the upcoming season;
  - liaise with supporting organisations and landowners to facilitate communication;
  - advise the TfS Programme Manager of each school's annual calendar of events;
  - maintain the contact database for schools or supporting organisations and planting and site monitoring records or for entry to the online database by the TfS Administrator.
- Work with the TfS Programme Manager and ARC TfS Coordinator to coordinate delivery of supplies to schools and in particular the seedling deliveries to ensure that each school has sufficient seedlings to plant a minimum of 800 stems each year. It is usual to deliver seedlings in May, June and July.
- Encourage volunteer involvement and work with TfS Field Workers to maintain the TfS programme.
- Report to the National Manager through the Programme Manager and provide a brief status report to the monthly TfS National Committee meeting.
- Carry out other responsibilities as agreed in consultation with the Trees for Survival Programme Manager.

## Volunteer TfS Field Worker

A TfS Field Officer, in consultation with the school can arrange for a volunteer TfS Field Worker to assist with the TfS programme by:

- Visiting allocated schools to ensure the Plant Growing Unit (PGU) is functioning effectively.
- Providing support to the school TfS Teacher for pricking out or potting on sessions or as required.
- Attend planting days.
- Survey, in February of each year, the number of plants available from each school for planting in the upcoming season and record the number of trees planted by each school.
- Report on progress of the TfS programme as required.

# Auckland Regional Council

The level of support provided to the TfS programme by the Auckland Regional Council is negotiated with the National Committee. This support includes:

- Employing ARC Land Management Officer, ARC TfS Coordinator and ARC TfS Field Officers to oversee delivery of the TfS programme in schools in the Auckland region
- Supporting schools participating in the TfS programme including providing technical expertise at pricking out and potting on sessions.
- Deciding on the numbers and species composition for each ecological district for annual seed collection.
- Identification and assessment of potential planting sites, minimising, wherever possible, the distance travelled to attend planting days as well as giving consideration to the association of the school to the site.
- Ensuring consultation with ARC Natural Heritage and Cultural Heritage when selecting planting sites
- Finalising planting sites and dates for the season by coordinating with the appropriate landowner, supporting organisation and school. Provide TfS with landowner contact details, when arranged, to allow ongoing liaison between landowner and TfS.
- Establish contact for landowners with their local ARC Biosecurity Officer to assist them in resolving any weed or pest control issues.
- Employ planting day coordinators to coordinate plantings and provide them with Health and Safety and First Aid training as required. Ensure, via planting day coordinators, that the required equipment is available including shelter, spades, toilet tent and First Aid kit.
- Maintain records of all sites planted (including photos) with contact details of landowners, schools, sponsors and support organisations and provide partners with access to this information. The number of plants planted each year should be recorded and summaries made of monitoring visits.
- Visit previously planted sites for two summers after planting to monitor the growth and survival rate of the plants, maintenance of the plantings by the landowners, and to confirm their continued commitment to the programme.
- Communicate regularly with the TfS National Manager to ensure smooth operation and continued development of the TfS programme.



## ARC TfS Planting Day Coordinators

Each year ARC Planting Day Coordinators (PDCs) bring all partners together to ensure the success of the planting day. Their responsibilities include:

- Undergoing PDC training prior to the commencement of the planting season. This includes Health and Safety training and Outdoor First Aid Certification.
- Contacting the school and the landowner at least two weeks prior to the date to confirm arrangements, to ensure that prior to planting day the PDC has a copy of the Health and Safety plan that the school has prepared and that arrangements for planting day are understood by all personnel.
- Making sure that the landowner understands their responsibilities. This includes arranging for plants to be onsite, catering for all planters, provision of toilet facilities and returning the crates and root trainers to the school at the end of planting day as well as obtaining an ongoing commitment to maintain the planting in good condition with weeds and pests controlled.
- On planting day ensure TfS signs are placed en route to help with navigation to the site.
- With the landowner ensure that shelter, spades, toilet tent, first aid kit, hand washing basin and other equipment are supplied and that all safety precautions have been taken.
- Positioning plants on the site so they are in optimal growing conditions.
- Providing leadership on the day. The PDC will begin each planting session with a short talk explaining erosion, why it is a problem, how the planting will help and where the trees are to be planted. A demonstration on how to plant a tree and any safety issues for the site will need to be covered.
- Completing a planting day report for each site and ensure photos of the tree planting are taken and lodged as required.
- In adverse weather conditions a planting day may need to be postponed. This is a last resort and it is the responsibility of the planting day coordinator to liaise with all involved. A decision as to whether to postpone the event should be made by 7:30 am on the planting day.



# Schools

When a school becomes involved in the programme a school TfS Teacher is appointed to implement the TfS component of the school curriculum. For the programme to work well in the school, the TfS Teacher should have a personal commitment or interest in the programme's objectives and commit to overseeing the Health and Safety of the students during their time working with the Trees for Survival programme.

The TfS Teacher may work with a grounds person, a parent or someone else involved with the school to:

- Take responsibility for the Plant Growing Unit and ensure the plants are cared for and their growth properly managed. Provide year-long learning opportunities and encourage environmental awareness which are expected outcomes of a schools' participation in the TFS programme.
- Ensure a secure location for the Plant Growing Unit is established at the school and that the school management arranges appropriate insurance against damage by vandalism. Consult with TFS over PGU repairs and maintenance resulting from normal wear and tear.
- Liaise with Auckland Regional Council staff and ARC TFS contractors, the TfS Field Officer, the school supporting organisation/s to ensure the effective implementation of the TfS programme.
- Meet with the ARC TfS Coordinator, ARC TfS Field Officer and / or TfS Field Officer assigned to the school in February and undertake the PGU plant count for the upcoming planting season.
- With the help of students and expert help, provide appropriate care and grow the seedlings to a height suitable for planting (>30cm) and maximize the environmental educational opportunities for the students. Resources and information to assist in this are available from TfS and other sources.
- Ensure that at least one full day in the second or third term is earmarked as planting day on the school calendar. Liaise with ARC TfS Coordinator (or equivalent), supporting organisations and landowner to achieve a mutually suitable date.
- Arrange for the landowner to pick up the plants to be planted approximately two weeks prior to the planting day. This provides the plants a chance to harden off at their new locality..
- Arrange to visit the site before planting day and discuss any special requirements you or the students may have to ensure school policies are applied.
- Prepare a Health and Safety Plan for planting day and ensure that a copy has been received by the ARC Planting Day Coordinator prior to planting day
- If assistance to fund transport of the students to and from the planting site is required, liaise with the supporting organisation, as soon as the planting site and planting day are confirmed, to agree what assistance can be supplied. Encourage the supporting organisation to provide adult personnel to assist with planting.
- Seek support from parents to attend planting day.
- Attend the planting day with the students and be responsible for discipline.

- While it is the TfS Teacher's decision as to who attends the planting day, students who have been involved with the growing of the plants should be encouraged to attend.
- Ensure that the students are suitably attired with closed shoes for tree planting, bring lunch, drink and if not supplied, a spade.
- Be aware that the better part of a day out of the classroom should be timetabled for planting day. This gives the students an opportunity to do a good job planting the trees without the pressure of having to return to school before the plantings are completed.
- Make sure the landowner returns all school materials and equipment, including crates, to the school after the planting day.



# Supporting Organisations

Each school participating in the TfS programme has a supporting organisation (SO) associated with it. The SO may be a service club, such as Rotary, or it may be another group such as a business enterprise or landcare group. The SO is arranged by the school with the assistance of TfS and it enters a partnership when a school joins the programme.

The SO may be a

- Unit Sponsor providing the funds to cover the cost of the plant growing unit (PGU) (\$3154+GST) and/or a
- School Sponsor covering the ongoing yearly costs of potting- mix, seedlings, root trainers, wire baskets, fertiliser, water timer repairs etc (\$560 plus GST).

The School Sponsor may also agree to meet the annual cost of providing transport so that pupils can travel to the planting day and/or any additional costs as jointly determined by the SO and school. For example where vandalism is a problem the SO may work with the school to provide fencing or other forms of security.

The supporting organisation generally appoints one person as the TfS liaison person who undertakes the following activities:

- Keeps in touch with the school TfS Teacher and provides support if required. This might be helping out with the watering programme during holidays or providing assistance at pricking out time.
- Assist the school, if required, to coordinate transport to the planting site on planting day. If a bus is to be used, the school and the supporting organisation may need to make arrangements to cover the cost involved.
- Ensures assistance of supporting organisation personnel at pricking out and potting up sessions in schools as needed.
- On planting day work with the students, helping them plant the trees correctly and ensuring that they have an enjoyable learning experience while also assisting to ensure a ratio of one adult to five students is attained.
- Ensure that members of the supporting organisation are aware of events and progress in the TfS programme.
- The Supporting Organisation will be able to promote its support for the school by signage placed on the Plant Growing Unit at the school. Any additional promotion by the Supporting Organisation must be sensitive to existing sponsorship agreements which Trees for Survival or the school may have in place and therefore will therefore need to have specific written approval from Trees for Survival and the school.



# Landowners

Involvement in the TfS programme requires commitment from the landowner and input of labour and time. This can mean considerable time in the first two to three years in particular. However, it is a rewarding experience to see soil erosion being reduced and the quality of water in adjoining waterways improving with the resulting benefits in biodiversity on their land as the trees become established.

Landowners in the TfS programme undertake to:

- Fence off the planting site, prior to planting, with a permanent stock proof fence and ensure the fence is maintained in future years. Where the fence is subject to heavy stock pressure, TfS recommends a 7 wire post and baton fence with an additional hot wire.
- Prepare the planting site for planting day. Weeds such as kikuyu, blackberry and gorse must be removed prior to planting to ensure the plants have a chance to establish and to ensure a hazard-free planting environment for the students. How the site is prepared depends on the landowner's personal preference. On sites free of kikuyu spot spraying several weeks prior to planting is recommended to pinpoint where trees are to be planted, to make planting as easy as possible for the children and to give them the best chance of success. On sites with heavy kikuyu cover, site preparation will need to be undertaken several months ahead of planting day to ensure good conditions for planting in and success of the planting.
- Collect plants from the school at least two weeks prior to the planting day and keep them watered and protected from pests. This gives the plants a chance to harden off and will increase their chances of survival.
- The planting date will be arranged by the school and ARC in consultation with the landowner. It is important that the landowner attend on the day and be prepared to help plant the trees with the students and to encourage the students in their endeavours.
- Ensure that all hazards onsite are identified and managed appropriately on planting day. Specific site issues should be clearly communicated to the teacher and ARC Planting Day Coordinator overseeing the planting.
- Provide mulch material on planting day to greatly assist the survival of the trees. Placed around the tree it protects the seedling against drying out over the first summer and assists the landowner in keeping down weed competition that can seriously impact on the success of the planting.
- Provide stakes with coloured paint on the end on planting day to identify the planting spot and to help later in locating the plants at releasing time.
- The ARC can provide a portable toilet on planting day if required. The landowner should assist with setting this up, locating it close to the planting area.
- Provide a generous lunch for the students and their helpers. A BBQ, home-baking and a refreshing drink is recommended. The importance of this gesture cannot be stressed enough as the students appreciate being rewarded for their hard work.
- If the group does not plant all the trees on planting day, the landowner should take responsibility for planting any remaining, at a later date. If this is not possible, the landowner should contact a ARC or TfS Field Officer to collect them.

- Ensure that **all** wire baskets, root trainers and crates are returned to the school within a **fortnight** of planting day as students will need them for the following season's trees that they will already be rearing.
- Ensure that the trees are released from weeds in October or November and then again no later than March of each year after planting. Depending on your site, additional releasing may be required. The method used to release the weeds is up to personal preference. However, it is **vital** that they are released to ensure that the trees have the best chance of survival. Animal pests such as possums and pukekos must also be controlled to ensure the survival of the planting. If a landowner require further information about plant or animal pests they should consult the ARC Biosecurity Officer they have been given contact details for.
- Maintain contact with the school that planted at their site. Students appreciate receiving a photographic record of planting day and the continued success of the planting.
- Ensure that the trees are well watered, especially over dry summer months.
- The landowner is encouraged to provide a donation to the Trees for Survival Trust to assist with operational expenses and programme expansion.

