

**SURREY GARDENS TRUST AWARD FOR SCHOOLS**  
**‘A SPECIFIC PROJECT for the IMPROVEMENT OF**  
**PART OF THE SCHOOL GROUNDS’**  
**CRITERIA**

The Award is for the design and permanent construction of a Specific Project for the Improvement of part of the School Grounds. There is a free choice of materials. In the case of schools, preference will be given to submissions which show that the garden has been considered as part of a holistic Grounds Development Plan. The project should demonstrate involvement by children, including evidence of their aspirations and ideas, as well as in the design and planning of the garden. It should demonstrate educational benefit and use of leisure time, and should show a clear understanding of maintenance implications.

A **File** (preferably in loose leaf form) **with** covering letter and Entry Form should be submitted to the Surrey Gardens Trust Schools Committee at the address below. The File will be returned to you for further use.

To meet the criteria the File *should contain* the following sections:

1. **An Introduction which includes background information about your school, including age and number of pupils, and a brief outline of the proposed project.**
2. **Summary of environmental policy.**
3. **Your aims and objectives for grounds improvements.**
4. **Detailed plan of where your proposed project is to be sited, supported by photographs of the site at present.**
5. **Detailed plan of project to scale.**
6. **Description of materials to be used.**
7. **Project costs and details of intended fund-raising initiatives.**
8. **Maintenance implications.**
9. **Clear demonstration of education and leisure benefit.**
10. **Evidence of whole school community involvement.**
11. **Evidence of children’s ideas and work: *this is very important.***

**Your File requires an Index and contents should be arranged in the same order as the above Criteria.**

Entries will be judged by the Schools Committee of the Surrey Gardens Trust. The Award money will be distributed as the judges decide: their decision will be final. A Certificate will be awarded to successful entries.

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