

### Information for Schools and Early Childhood Learning Centres

Applications close midnight Sunday 23 August 2026  
No late applications will be accepted.

Time to complete this application  
15-30 minutes.

#### Background

Hume City Council supports schools to adopt sustainability measures via a range of incursions.

However, there is a limit to the type and level of service which can be provided for each incursion offered.

#### Who Can Apply

Early Childhood Learning Centres and Kindergartens in Hume City can apply for the relevant offers for young children.

Primary Schools and Secondary Colleges located in Hume City are eligible to apply for the relevant school offers.

Council anticipates that there may be high demand for some of these offers, and a selection process will then be implemented. Schools who have historically received no or little support from Council's various services may be given preference.

#### What to Expect

You will receive a system-generated confirmation email once you submit your application.

Each application is assessed by relevant staff (see each incursion offer for contact details).

You will be notified of the outcome in late **August or September 2026**. All successful pre-schools and schools will be contacted to arrange the selected incursion.

It is a condition of submission that all successful pre-schools and schools participate in evaluation by the end of semester. This may occur during the incursion, shortly after the incursion, or at the end of the semester.

Another school or centre may be contacted late notice if a place becomes available, such as instances where an incursion provider is unable to contact the school representative after several attempts via email or phone.

#### Who to Contact

For more information about the application process or to discuss your school's sustainability education support, please contact the relevant Council staff person. Their contact details are provided for each incursion offer.

If your school or centre no longer wishes to have the incursion, please notify the Council contact as soon as possible so your spot can be reallocated to another applicant.

Customer Service is available on **03 9200 2200**.

#### Related Information

[Live Green website](#)

# Sustainable Schools 2026 Semester 2

## Form Preview

### Applicant Details

\* indicates a required field

#### Contact Details

##### Your Name \*

Title

First Name

Last Name

##### Your Mobile Phone Number

Must be an Australian phone number.

##### Your Email \*

Must be an email address.

#### School Details

##### School Name \*

Organisation Name

Enter your school's name

##### School Address (location) \*

Address

  

Address Line 1, Suburb/Town, and Postcode are required.  
Enter the street location.

##### School Office Phone Number \*

##### Which of these options best describes your school: \*

☐ Primary School (includes  
Prep to Year 9, P-12)

☐ Early Childhood Learning  
Centre

☐ Other:

☐ Secondary College

☐ Kindergarten

##### Number of enrolled students for 2026:

Approximately

### Offers for Early Childhood Learning Centres & Kindergartens

#### Composting and Worm Farms

This composting and worm farm incursion is centred on supporting students and their understanding of what goes in the lime-green lidded FOGO (Food Organics Garden Organics) bin.

This incursion is full of hands-on opportunities to get grubby with the world's best organic recyclers, worms!

Throughout this incursion, students will be introduced to the concepts of organics recycling, source separation and why it matters as well as learn about where our food and garden scraps go once the resource recovery truck picks it up for processing.

This incursion offer is applicable for children aged 4 years old.

**Duration:** 45-minute shows.

**Sessions available:** Only 2 sessions per centre with 2 centres selected.

Number of children is limited to 23 children per show.

**Quantity offered:** Only 2 centres will be selected (2 shows per centre, to be scheduled on the same date).

A teacher must remain in the classroom as support for student supervision. Please save a parking spot close to your centre.

**Facilitator:**

Thomas Fox - Repurpose It

**Council contact person:**

Kaye Roberts-Palmer

Sustainability Engagement Officer

[kayer@hume.vic.gov.au](mailto:kayer@hume.vic.gov.au)

**Would you like to apply for this Composting and Worm Farms incursion?**

- ☐ Yes
- ☐ No

**Composting and Worm Farms is available on these days - please select your preferred day**

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday

This is to assist with scheduling incursions, but depending on demand, your nominated date cannot be guaranteed.

#### Wildlife Shelter Incursion

In this incursion, students explore the needs of wildlife through a fun and interactive habitat game, followed by a hands-on activity where they create an insect hotel to enhance habitats in their urban environment.

# Sustainable Schools 2026 Semester 2

## Form Preview

This incursion offer is applicable for children aged 3-5 years old.

**Duration:** 45 minutes per session.

**Sessions available:** Only two sessions per centre, to be scheduled on the same date.

Number of children is also limited to 25 children per session.

**Quantity offered:** Only 3 centres will be selected (6 sessions max).

The CERES Educator will arrive 30 minutes before start time to set up. Please save a parking spot close to your school. Sessions will run in one classroom, with 10-15 minutes for changeover in between.

The classroom teacher must be present and has duty of care. Please save a parking spot close to your school

**Facilitator:**

CERES

**Council contact person:**

Kaye Roberts-Palmer

Sustainability Engagement Officer

[kayer@hume.vic.gov.au](mailto:kayer@hume.vic.gov.au)

**Would you like to apply for this Wildlife Shelter incursion?**

- ☐ Yes
- ☐ No

**Preferred day of the week for a Wildlife Shelter incursion**

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday

You can choose more than one, but depending on demand, your preferred day(s) cannot be guaranteed

## Butterfly Adventures

Receive a caterpillar tent at the start of Term 4 (October 2026) with some live caterpillars and a plant cutting for the caterpillars to feed on. Over four weeks, watch the caterpillars form a chrysalis and then metamorphose as butterflies, which you can release into your garden.

**Only five kits are available.**

Incursions from the wonderful staff from Butterfly Adventures will also be provided.

This incursion offer is applicable for children aged 3-5 years old.

**Duration:** 1-hour per session.

**Sessions available:** Maximum of three sessions per centre, to be scheduled on the same date.

Number of children is also limited to 30 children per session.

**Quantity offered:** Only 5 centres will be selected.

# Sustainable Schools 2026 Semester 2

## Form Preview

The classroom teacher must be present and has duty of care.

### **Facilitator:**

Butterfly Adventures

[Kinder & Early Childhood Butterfly Incursions – Butterfly Adventures](#)

### **Council contact person:**

Melissa Doherty Urban Biodiversity Officer melissado@hume.vic.gov.au 0409 702 086

### **Would you like to apply for this Butterfly Adventures caterpillar tent and incursion?**

- ☐ Yes
- ☐ No

### **Preferred day of week in Semester 2 to book a Butterfly Adventures incursion?**

This is to assist with scheduling incursions, but depending on demand, your nominated date cannot be guaranteed.

### **How many Butterfly Adventure 1-hr sessions does your centre require?**

- ☐ One
- ☐ Two
- ☐ Three

## Farm to Fork

Children will meet soil superheroes (worms), discover the magic of germination through Seed Yoga, and plant a seasonal seed to take home or continue to grow at your Centre.

### Learning Outcomes

- Children understand where their food comes from.
- Children will learn how to plant seeds, and grow their own edible plant.
- Understand food is something grown from the Earth or comes from an animal.
- Identify and apply what an edible plant needs to grow into something they can eat – sunlight, healthy soil, water, time, care.

### **Would you like to apply for this Farm to Fork incursion?**

- ☐ Yes
- ☐ No

### **Preferred day of week in Semester 2 to book a Farm to Fork incursion?**

## Offers for Primary Schools and Secondary Colleges

### Student Environment Leadership (SELP)

# Sustainable Schools 2026 Semester 2

## Form Preview

In this free, fun and empowering incursion, students are asked to tackle a sustainability topic affecting their school and work through four focus areas including:

- Leadership and leading change - Understanding how change is made and the key skills needed for quality leadership.
- Goal setting and Analysis - Analysing data and creating a shared vision. Creating a clear and achievable project goal based on gathered data and a shared vision.
- Planning and Documentation - Developing a project plan with realistic tasks and creating a visual map for the project.
- Communication and reflection - Communicating ideas to the wider school community.

**Duration:** Four hours total within a single day incursion - (4x1 hour in school sessions in one day).

**Quantity offered in Semester 2 2025:**

- One incursion for either a Primary School (grades 3-6) or Secondary College incursion (years 7-10)

Limited to 25 students per incursion.

**Available:** Monday to Wednesday during school terms.

The CERES facilitator will need access to a screen with a HDMI cable to conduct the incursion. We also request to remain in the one room to avoid moving multiple resources.

Additionally, a teacher must remain in the classroom as support for student supervision.

**Facilitator:**

CERES

**Council contact person:**

Kaye Roberts-Palmer

Sustainability Engagement Officer

[kayer@hume.vic.gov.au](mailto:kayer@hume.vic.gov.au)

0477 021 301

**Would you like to apply for a Student Environment Leadership (SELP) session?**

- ☐ Yes  
☐ No

**What grade/year level will take part in the SELP incursion?**

**What is your school's preferred day of the week or date for a SELP incursion?**

This is to assist with scheduling incursions, but depending on demand, your nominated date cannot be guaranteed.

## Birds of Hume - Upper Primary and Lower Secondary

Over 170 species of bird can be found across Hume City, if people are observant and in the right place at the right time.

# Sustainable Schools 2026 Semester 2

## Form Preview

Council's Urban Biodiversity Officer, Melissa Doherty will facilitate a 60-minute session:

- 30min presentation about the Birds of Hume, including how to identify birds and their ecology.
- 30min bird survey of school grounds and teaching students to use binoculars.

Hard copies of the Birds of Hume field guide will be provided to the students involved, while stock is available (note there is also a PDF version available on Council's website). There is no charge for these incursions.

This offer is applicable to:

- Primary (grades 3-6)
- Secondary students (years 7-10)

**Duration:** 60mins

**Available:** Monday to Friday, to be arranged in September to December.

**Sessions:** Maximum of four sessions can be scheduled in one day.

**Student limit:** 30 to 50 students/ one to two classes per session only

**Quantity offered:** Only 3 schools will be selected.

The Officer will need access to a screen with a HDMI cable to provide the presentation. For multiple sessions, please set the facilitator up in the same room for the day to avoid moving multiple resources. Additionally, a teacher must remain in the classroom as a support for student supervision.

**For more information about this Birds of Hume incursion, please contact:**

**Melissa Doherty** Urban Biodiversity Officer

melissado@hume.vic.gov.au

0409 702 086

**Would you like to apply for a Birds of Hume incursion?**

- ☐ Yes  
☐ No

**What grade/year level(s)?**

**How many 60-minute sessions does your school require for a Birding incursion?**

- ☐ One  
☐ Two  
☐ Three  
☐ Four

**What is your school's preferred day of the week or date for a Birds of Hume incursion?**

This is to assist with scheduling incursions, but depending on demand, your nominated date cannot be guaranteed.

**Approximately how many students would be involved in total?**

# Sustainable Schools 2026 Semester 2

## Form Preview

To ensure a sufficient number of Birds of Hume field guides are provided.

### Precious Plastic workshop

This 60 minute workshop is a demonstration session with discussion on plastics sustainability and Circular Economy practices as well as a practical demonstration of plastics recycling processes, with a number of student volunteers assisting.

There is no charge for these incursions.

This offer is applicable to Primary School (grades 1 - 6) and Secondary College students (years 7-10)

**Duration:** 60mins

**Available:** Thursdays and Fridays during school terms

**Sessions:** Maximum of four sessions to be scheduled in one day per school. (3 schools max.)

**Student limit:** 30 students per incursion

**Quantity offered:** Open to both Primary Schools and Secondary Colleges with 3 schools chosen.

The most ideal space is a science or stem room however a relatively clear classroom will also be fine. Materials needed are preferably 3-4 sturdy standing height tables for the students to work from. Sitting height tables will also be adequate plus access to 240 V power.

All other resources will be provided on the day.

Additionally, a teacher must remain in the classroom as a support for student supervision and a parking space available.

For more information about the precious plastics incursion, please contact:

**Kaye Roberts-Palmer** Sustainability Engagement Officer

kayer@hume.vic.gov.au

0477 021 301

**Would you like to apply for this Precious Plastic incursion**

- ☐ Yes
- ☐ No

**What grade/year level(s)?**

**How many 60-minute sessions does your school require for a Precious Plastic workshop?**

- ☐ one
- ☐ two
- ☐ three
- ☐ four (standard is four per school)

**Which day would you like the Precious Plastic workshop?**

- ☐ Thursday
- ☐ Friday

### Thank you for your application

#### Submit your application

Please review your application and then press the submit button.

All compulsory questions with a red asterisk need to be answered for the submit button to become active.

After successfully submitting, you will receive a system generated email confirming that Hume City Council has received your application.

You will be notified in August or September of the outcome of your application.

If successful, the incursion facilitator will contact you to arrange your incursion.