

Green Legacy Programme Confirmation

Roots in the Community: Intermediate Tree Planting



Please complete this form and return to adamcd@wellington.ca

School Information

School	
Address	
Email	
School Contact	
Green Legacy Contact	

Program Time: approx. 9:00am – 1:00pm (half day) – times can vary due to bus travel time.

Available Dates:

Grade(s)	Approx. # of Students	Name of Teacher(s)

Tree Planting Location Details (to be completed by Green Legacy staff)

Green Legacy will partner the school with a Wellington County landowner and provide the school with the location, address and relevant details including necessary insurance forms.

Location & Address:

Date:

Site Details:

Busing

- It is the **responsibility of the school** to book all of the buses required for your school to participate in the Intermediate Tree Planting Programme.
- **Wellington County will pay for the cost of busing (**See below for details).** Please have the bus company send the invoices directly to us using the following billing address:

**ATTN: Rob Johnson
County of Wellington
6714 Wellington Road #34,
RR#22 Cambridge, ON
N3C 2V4**

Please choose the bus line that your school uses regularly or choose from the menu below. We suggest these companies as they are aware of the Green Legacy's Programme locations, billing instructions and most cost effective.

****Please be aware that Green Legacy will no longer cover the cost of buses ordered through Denny's Bus Lines as they are too far out of our allowable price range. Any bus booked through Denny's Bus Lines will be the responsibility of the school to pay.**

	Elliott
	First Student
	Sharp
	Brenmar
	Switzer-Carty
	Other – please specify

Come Prepared: Your School's Responsibilities

In order to make your day as comfortable as possible, students and teachers should come equipped with the following:

- **Appropriate footwear** – boots for rain or mud or other sturdy shoes that suit working conditions
- **Hat and/or sunscreen, bug spray**
- **Rain gear/warm jacket** – depending on weather and the time of year
- **Work gloves** – if you want to wear work gloves, please bring your own
- **Water or snack** - as needed

Because of the different weather conditions we could be working in, try to dress in layers to accommodate the changing temperatures.

Inclement Weather and Cancellations

Community Tree Plantings run rain or shine.

If severe thunderstorms are fore-casted for the day of your planting event, your school will be contacted by Green Legacy staff by 8:30am. The decision to cancel the trip will be made by the participating school. However, please be aware of our **Inclement Weather Policy** at Green Legacy:

- In the event of seeing and/or hearing thunder and/or lightening during the planting, all staff and volunteers must evacuate the planting area and move indoors or back to the bus.
- When wind speed exceeds 35km/hr, staff and volunteers are not permitted to be in wooded areas.

If needed, we will work with your school to reschedule your visit.

Please contact Adam McDowell at adammcd@wellington.ca if you are concerned about the weather on the day of your trip.

I have read and acknowledged the information contained in this document and understand that it is the responsibility of the school to inform the Green Legacy Programme of any changes to school information, class sizes and busing.

Name: _____

Date: _____