



# Connect with Nature



on National Tree Day

## Councils Guide

A guide to planning your  
National Tree Day





# Contents

**01**

.....

**About**

Page 3

**02**

.....

**Why get involved**

Page 4

**03**

.....

**Activity ideas**

Page 5

**04**

.....

**Getting started**

Page 6

**05**

.....

**Event planner**

Page 8

**06**

.....

**Resources**

Page 9



“

The true meaning of life is to plant trees under whose shade you do not expect to sit.

- Nelson Henderson

# 01 About

Established in 1996, National Tree Day has grown into Australia's largest community tree planting and nature care event. The program is a call to action for all Australians to get their hands dirty and give back to their community.

Each year, around 300,000 people volunteer their time to engage in environmental activities that educate Australians about the world around them.

More than 3000 preschools, kindergartens, primary and high school students participate nationwide each year. Activities range from planting bush tucker gardens to building habitat for native wildlife, nature play and more.

It's a day to venture outdoors, get to know your community and, most importantly, have fun!

Over **26 million trees** have been planted by more than **5 million people**, and this number continues to grow with the help of dedicated volunteers around the country.

While every or any day can be Tree Day, Schools Tree Day and National Tree Day are held on the last Friday and Sunday of July, respectively. Our community up in the Northern part of Australia celebrate Tropical Tree Day on the first Sunday in December, each year.

National Tree Day is an opportunity to recognise the hard work of communities around Australia and celebrate their ongoing commitment to the environment.



“

The best time to plant a tree was 20 years ago. The second best time is now.

- Chinese Proverb



# Why get involved



## Why get involved

.....



To **connect** with your community and nature



To **inspire** your community to make positive change



To **inform** your local community about environmental issues and encourage them to take part in future conservation of your local area



To **educate** and foster good environmental stewardship in the next generation



To **encourage** community involvement in growing a local green canopy

## How to get involved

.....



**Host** a community planting site



**Invite** the Mayor to attend a Tree Day site



**Encourage** council staff to volunteer at a Tree Day site



**Support** a local school for Schools Tree Day by supplying plants from the local council nursery



**Host** a plant giveaway at your council nursery and invite schools and community groups participating in National Tree Day



**Offer** support to help promote local group activities in your council events calendar or through social media channels

# Activity ideas



A few ideas to get your Tree Day plans started

## Each year hundreds of councils across Australia take the opportunity to register and run a public site on National Tree Day.

Many councils have expanded the scope of the event by incorporating other fun environmental activities. This makes the day not only about planting but also engaging with nature in other ways to create an enriching experience.

National Tree Day can involve any kind of planting or restoration, not just tree planting.

If your preference is to have a community planting day but your local climatic conditions do not suit the timing of National Tree Day, Planet Ark has arranged volunteer insurance coverage all year round to enable public planting at a time that suits your environment and community.

## Activity ideas

.....



Offer support to help promote local group activities in your council events calendar or via your social media channels



Have a Q&A stall where budding gardeners can ask questions about the local area and how best to care for it



Offer local schools the opportunity to go on a guided bush walk and educate them on local bushland and wildlife



Run a composting or worm farming workshop and consider supplying subsidised worm farms or compost bins or getting local suppliers to attend



Carry out a promotion for plant giveaways at your local council nursery



Promote local suppliers of green products or ask representatives from local green groups to attend and/or have a stall at your Tree Day site



Have a 'Wear Green' day where you invite staff to wear a green item of clothing or accessory



# Getting started



As a site coordinator



## Step 1

.....

Choose a date



Schools Tree Day and National Tree Day are held on the last Friday and Sunday of July, respectively. Our community up in the Northern part of Australia celebrate Tropical Tree Day on the first Sunday in December, each year. If this is not an ideal time to plant in your area, Tree Day activities can take place on any date – just remember to register with Planet Ark.

## Step 2

.....

Find a site



You need to determine who owns your site. If that's not you, seek permission from the local council or private landholder to plant there.

You don't have to be planting trees to get involved with National Tree Day – we encourage groups who are working on bush regeneration, coastal and dune care and any other nature preservation activity to register for National Tree Day.

## Step 3

.....

Register your event



Go to the **[National Tree Day website](#)** or call **1300 88 5000** to register your site.

- Estimated number of volunteers
- Estimated number of plants
- Event details
- Register as a public site or private site (if you register as a public site the event will be visible on the National Tree Day website)

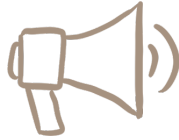
*Please note: Registration is necessary to receive support materials for your Tree Day activity and for your volunteers to be insured.*



## Step 4

.....

### Promote your event



- Register your public sites with Planet Ark to ensure we can direct the general public to sites
- Does your project have an interesting story? Give us as much detail as possible so that we can promote your activity in local media and on our website
- Put up promotional Tree Day posters around your planting site and at your council
- Post a notice on your council website
- and promote your event via social media channels - create a Facebook event page to help manage expected numbers

## Step 5

.....

### Prepare for the day



Use the Coordinator's Toolkit and event planner to prepare for the day. Send a reminder to your volunteers what they need to bring such as suitable clothing, gloves, sturdy footwear, sunscreen, hats, equipment, drinks and snacks, hand sanitiser.

*Please note: Working with Children procedures must be implemented and adhered to.*

## Step 6

.....

### Report your results



Make your effort count and report your results to the Tree Day support team **on our website**.





## Pre-Event

.....

**Now that you are registered, it's time to start planning:**

- Gather your organisational team. Together, work out a plan for your event: date, location, number of attendees, etc.
- Recruit your volunteers
- Organise native trees, shrubs, groundcovers or grass seedings for your site - reach out to local nurseries for support
- Organise tools & equipment, gardening gloves, shovels, stakes, tree guards or used milk cartons to protect seedlings
- Organise a first aid kit and a qualified first aider for the day
- Organise your event signage so people know where and when your event will be held
- Organise rubbish bins or bags to keep the site clean
- Print out copies of the Volunteer Registration forms and Accident/ Incident forms. All forms available on **our website**
- Ensure you have access to water at the site and toilet facilities if required
- The day before, send a reminder to volunteers about what to bring on the day relevant for your activity

## Event

.....

- Event set up
- Carry out site walk-through ahead of event to ensure site is safe
- Set up registration desk, ensure Volunteer Registration forms and Photo-release forms are completed by all volunteers present
- Capture the day and share with our Tree Day community, tagging @nationaltreeday or @planetark on Instagram and Facebook #nationaltreeday #connectwithnature

## Post-event

.....

- Make your efforts count and report your results to the Tree Day Support team on **our website**

### PLEASE NOTE

This is intended as a guide only of things to consider in planning your event.



## Planting Resources

.....

### Ask your local community to get involved

Your local community nursery may be able to help by supplying native seedlings or plants. Some may even be able to provide buckets and shovels for the day or help with site preparation and maintenance. Check with your local Toyota dealership to see if they are available to support your Tree Day activity.

Planet Ark recommends that you plant local natives. Local natives are perfectly suited to the local soil type and climate, and they're also great for wildlife.

## Extra Resources

.....

### We have loads of resources to help make your National Tree Day a success.

Please [visit the toolkit on our website](#) to access:

- Posters
- Participation Certificates
- Web graphics
- Activity sheets
- Lesson plans
- Paperwork

## Offer Resources

.....

Head to the Resources tab in the [Coordinator Hub](#) to add an offer for your community. These resources can include seedlings, tree guards or even water! Anything to assist local National Tree Day planting events.



“

I'm planting a tree to teach me to gather strength from my deepest roots.

- Andrea Koehle Jones





Here I sit.  
Beneath a tree.  
Heartbeat calm.  
**Soul hums free.**


- Angie Weiland-Crosby

## Tree Day Support Team Contact Details

 1300 88 5000

 [treeday.planetark.org](http://treeday.planetark.org)

 [treeday@planetark.org](mailto:treeday@planetark.org)

 Suite 3.18, Level 3  
22-36 Mountain St, Ultimo  
NSW 2007 Australia

 @planetark

 @nationaltreeday or @planetark

 /NationalTreeDay

 #nationaltreeday  
#connectwithnature

national   
tree day  
**PLANET ARK**  **TOYOTA**