

# Schools Guide

A GUIDE TO PLANNING YOUR  
NATIONAL TREE DAY

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National  
Tree Day  
**PLANET ARK**

30  
YEARS



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## **Acknowledgement of Country**

Planet Ark acknowledges the Traditional Owners of the places in which we live, work and plant. We recognise the enduring relationships they have with their lands and waters, and we pay our respects to Elders past, present and emerging.





# About National Tree Day

## GETTING OUR HANDS DIRTY SINCE 1996

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Established by Planet Ark in 1996, National Tree Day has grown into Australia's largest community tree planting and nature care initiative.

Each year, thousands of volunteers across the country give their time to make a positive impact on the environment and their local communities. To date, more than **5 million volunteers** have planted over **28 million native trees, shrubs, and grasses** - and the impact continues to grow every year!

While every or any day can be Tree Day, Schools Tree Day and National Tree Day are typically held on the last Friday and Sunday of July, respectively. In northern parts of Australia, Tropical Tree Day is celebrated on the first Sunday in December to align with the optimal planting season.

National Tree Day is an opportunity to strengthen community connections, support local biodiversity, and encourage environmental stewardship - all while creating a fun, inclusive and hands-on experience for participants of all ages.

**30 YEARS OF PLANTING**



2026 marks 30 years of National Tree Day.

To celebrate, we will be sharing 30+ stories on our social media channels about the positive environmental impact you have made over these 30 years.

*Want to contribute a story?*

[GET IN TOUCH](#)



# Why get involved

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Whilst protecting and revegetating large patches of native habitat is vital, there's also lots of smaller actions schools can take - even on the smallest campus - to ensure our wonderful plants and native wildlife are supported and can be enjoyed for generations to come. Go beyond Tree Day and use our [activities](#), [lesson plans](#) and [more](#), to incorporate nature learnings into every aspect of your school.



# Getting started

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Join hundreds of schools across Australia who register and run a National Tree Day planting event for their residents every year.

If the timing of National Tree Day does not suit your school or the local climatic conditions, you can choose any other date and still be part of the national movement.



## STEP 1: CHOOSE A SITE

Find a suitable planting site in your community for your event. Things to consider when choosing a site:

- Are there any areas that would benefit from greening or additional shade?
- Is there the opportunity to create or expand green or wildlife corridors?
- Is the site easily accessible and does it meet safety requirements?
- How many plants, students and volunteers does the site have capacity for?
- Will the site receive regular ongoing maintenance from school students or staff?
- Does the site have an accessible water source for post-planting watering?



## STEP 2: REGISTER YOUR EVENT

- Previous Coordinators: [login to the Coordinator Hub](#) on the National Tree Day website to register your event.
- New Coordinators: [register yourself](#).
- You will find the “Register Event” button on your Coordinator Hub home page. Choose the “School” option and fill out the form.
- Registered events ensure that your volunteer and planting numbers are included in our national tally!

### PLEASE NOTE

Registration is necessary for your volunteers to be covered by our insurance.

## STEP 3: PROMOTE YOUR EVENT

- You can find ready-to-use social media tiles, editable posters, and other promotional materials in the [Coordinator’s Toolkit](#). Use these resources or create your own to:
  - Promote your planting event with the wider school community in newsletters or your website
  - Post promotional posters or information on your staff notice board
  - Post promotional posters around the school
- See the Appendix on page 8 to find links to our National Tree Day logo files and guidelines for correct logo use. As a school, you are welcome to incorporate our logo into your communications and assets.



←  
*Promotional and site posters are available in the Coordinator’s Toolkit*



## NATURE ACTIVITIES FOR STUDENTS

The National Tree Day [toolkit](#) has activity books and sheets for primary students and early learners:

- Nature scavenger hunt
- ‘Be a leaf detective’
- Make a gratitude tree
- Leaf painting activity
- Colouring pages
- And more!



## STEP 4: PREPARE YOUR EVENT

- Source plants, tree guards, tools, and other resources for your event with enough lead time. See 'Advice on resourcing' on page 7 for more.
- Organise event signage so any outside volunteers know where to go.
- Print Digital Sign-In posters, Manual Registration forms and Accident/Incident forms. We'd recommend using your school's standard forms and procedures. You can also find forms on our Coordinator Hub.
- In the days leading up to your event, send a reminder email to school staff, parents and any other volunteers about what to bring, where to meet, and any other important information.



## STEP 5: RUN YOUR EVENT

- Capture the day and share with our Tree Day community, tagging @nationaltreeday or @planetark on Instagram and Facebook #nationaltreeday #connectwithnature. Remember to take some before and after shots to reflect on in years to come!
- Most importantly, have fun!



### ADD EXTRA IMPACT TO YOUR PLANTING

Turn your event into a fundraiser by displaying one of our posters for The Seedling Bank (our grants initiative for National Tree Day). Attendees simply scan the QR code to make a donation, and know that their gift will help get even more trees into the ground!

## STEP 6: LOG YOUR RESULTS

Log in to the [Coordinator Hub](#) and log your results to let us know how many volunteers attended on the day and the number of trees, shrubs, and grasses you planted. This ensures your efforts are accurately counted in our national tally.

Together, we've planted over 28 million trees, shrubs and grasses. **Make your planting count by adding it to our tally!**





# Activity ideas



Make the day a more engaging and enriching experience by adding some of the following suggestions to your event:

- Engage with local Aboriginal Elders to arrange a Welcome to Country and/or a talk on the importance of caring for and connecting with Country.
- Arrange a sausage sizzle or bake sale. Your local Lions Club, RSL, or school P&C groups may be interested in running this for you.
- Set up a nature-themed craft station.
- Invite local wildlife carers to share their work and how the students can create environments where wildlife can thrive.
- Use our [activity books](#) and [lesson plans](#) to build on the learnings of the day

## NATIONAL TREE DAY ACTIVITY BOOKS

The National Tree Day toolkit has activity books and activity sheets for primary students and early learners:

- Nature scavenger hunt
- Leaf painting activity
- 'Be a leaf detective'
- Colouring pages
- Make a gratitude tree
- And more!

[DOWNLOAD HERE](#)

## ADVICE ON RESOURCING

Planet Ark does not directly provide plants or equipment for National Tree Day. When organising your event:

- Check to see if any grant rounds are open with [The Seedling Bank](#).
- Get in touch with your local Landcare, Bushcare or Coastcare groups. These amazing volunteers will know all about the suppliers of your area and provide local planting advice.
- Get in touch with your local council. They may be able to offer support, equipment or have grants applicable to planting.
- Ask the P&C committee for assistance in fundraising for the event or get your student sustainability club involved.
- Reach out to local businesses for donations, including nurseries who may be able to supply tube stock and planting equipment.



# Appendix

## ASSETS & RESOURCES

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### OUR LOGO - VARIATIONS

The standard/default logo shown below is the preferred logo for all applications.



*Standard/default logo*

We have simplified light/dark variations of our logo for use on light/dark or busy backgrounds.



*Light logo*



*Dark logo*

Our logomark is only to be used when the National Tree Day name is shown elsewhere on an asset, or as a watermark on assets.



*Colour logomark*



*Dark logomark*



*Light logomark*

### ACCESS OUR LOGO PACK

To receive all versions of the National Tree Day logo, simply login to the [Coordinator's Toolkit](#) and download a logo pack.

Files are provided in PNG (for digital use) and SVG (for print use).

**LOGO PACK**

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Schools are free to use the National Tree Day logo in their communications. However, we ask that you please adhere to our **usage guidelines** on the next page.



## OUR LOGO - USAGE GUIDELINES

Please maintain clear space (equivalent to the width and height of the 'n' in the logo)



Thank you for adhering to the National Tree Day logo guidelines. By doing so you help maintain the integrity of our brand.

Please do not distort, recolour, rearrange or tilt our logo.



*Do not distort*



*Do not recolour*

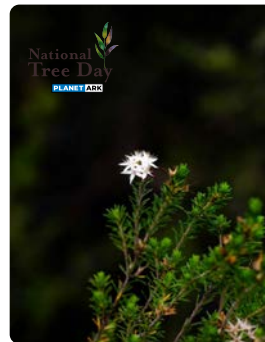


*Do not tilt*



*Do not rearrange logo elements*

Please do not use the standard logo on dark/busy photos where it cannot be seen properly.



*Do not use the standard logo on dark/busy images or backgrounds*



*Use the light version of our logo on dark/busy images or backgrounds*

