

# Celebrating Sustainability Events

A GUIDE TO CHOOSING AND PLANNING EVENTS



**What are your existing commitments and priorities?**

List the awareness days and key activities already in your planning calendar this year.

**Explore our Sustainability Calendar for inspiration**

Are there any events already on your existing commitment list? Any events that clash with the timing of your other commitments? If you're already celebrating some events on our calendar, can you look at planning these through a renewed sustainability lens?

Recap on your key sustainability goals for the year. Are there any links to topics/themes covered by dates in the Sustainability Calendar?

**Write a wish list**

Write a list of which new events you are interested in exploring and celebrating this year. Get feedback from others: for example, children, other educators, and families.

**Shorten your list, then shorten again 😊**

*If we try to do everything, it can become so overwhelming that we end up doing nothing.*

Is your list achievable? Is there enough breathing space between each event to allow for flexibility, reflection and extension of learning based on children's interest?

If your list is still on the long side, go through the questions on the next page (for each event on your list) to help you focus and refine your list.



### Event Name

Add the event name

<p><b>What do you want to achieve through participating in this event?</b></p>	<p>Make it short and catchy. No more than 1-2 lines. For example:</p> <p><i>Participating in Plastic Free July will help us learn with our children, staff, and families about the impact of plastic on the environment, and take action to switch to plastic-free alternatives.</i></p>
<p><b>Who will be involved?</b></p>	<p>How will you engage children, educators, families and/or the wider community in your event? Are there local partners you could reach out to for support? How will you incorporate the diversity of your families and Aboriginal and Torres Strait Islander perspectives in your events?</p>
<p><b>Educational outcomes</b></p>	<p>List the potential learning opportunities for children and how you might achieve this through different modes of learning. Are there resources and free activities available through the event organizer?</p>
<p><b>Sustainability action</b></p>	<p>What outcomes do you want to achieve for the Earth? What actions will you take while participating in the event to protect and conserve the environment?</p>
<p><b>Map out the timing of actions to achieve your event goals</b></p>	<p>Map out the timing of any actions needed to help you reach your goals. What do you need to prepare? Is there any equipment or resources needed? What's the cost of this? Any partners you want to reach out to? When does this need to happen?</p>
<p><b>Communicate your plan</b></p>	<p>Once you've decided on a list of events that excites and inspires you, share it with your children, staffing team, families and local partners. Spread your message further through local media.</p> <p>Capture your aims and outcomes in your existing planning e.g., Sustainability Plan and QiP.</p>
<p><b>Celebrate and reflect</b></p>	<p>After each event, take some time to celebrate and reflect on the experience. Seek feedback from others. Did you achieve what you set out to? What worked well? Needs improving for next time? How did your actions benefit children, your centre community and our Earth?</p>