2026 HONG KONG AWARDS FOR ENVIRONMENTAL EXCELLENCE

GUIDEBOOK FOR SCHOOLS SECTOR

(for non-SMEs)

2026

1. INTRODUCTION

1.1 Background

Funded by the Environment and Conservation Fund, the Hong Kong Awards for Environmental Excellence (HKAEE) has been led by the Environmental Campaign Committee (ECC), together with the Environment and Ecology Bureau (EEB) and in conjunction with nine organisations since 2008 (in alphabetical order, the Advisory Council on the Environment, the Business Environment Council, the Chinese General Chamber of Commerce, the Chinese Manufacturers' Association of Hong Kong, the Federation of Hong Kong Industries, the Hong Kong Chinese Importers' & Exporters' Association, the Hong Kong Council of Social Service, the Hong Kong General Chamber of Commerce and the Hong Kong Productivity Council).

As an environmental award that aims for excellence, the Awards take the pyramidal shape as the form of its logo to show the commitment of different sectors of society for reaching excellence in environmental performance. At the apex of the logo is a tender leaf that symbolises the growth of environmental awareness in the community. The white ribbon that wraps around the pyramid forms the letter "Q" to represent both quality and qualified environmental performance of the awarded organisations.

香 港 環 境 卓 越 大 獎
Hong Kong Awards for Environmental Excellence

1.2 Overview of HKAEE

The HKAEE is recognised by the community as one of the most prestigious and reputable award schemes in Hong Kong. Information of this award scheme is summarised below and full details can be found in the individual Guidebooks.

8 Non-SMEs Sectors:

(a) Construction Industry
(b) Hotels and Recreational Clubs
(c) Manufacturing and Industrial Services
(d) Property Management (Commercial & Industrial / Residential)
(e) Public and Community Services, Transport and Logistics
(f) Schools (Pre-school / Primary / Secondary)
(g) Servicing and Trading
(h) Restaurants, Shops and Retailers

4 SMEs Sectors:

(a) Construction
(b) Manufacturing and Industrial Services
(c) Servicing and Trading
(d) Restaurants, Shops and Retailers

The Organisers reserve the final right to make the final decision in the event of dispute over the eligibility of an applicant.

2. 2026 HKAEE (SCHOOLS SECTOR)

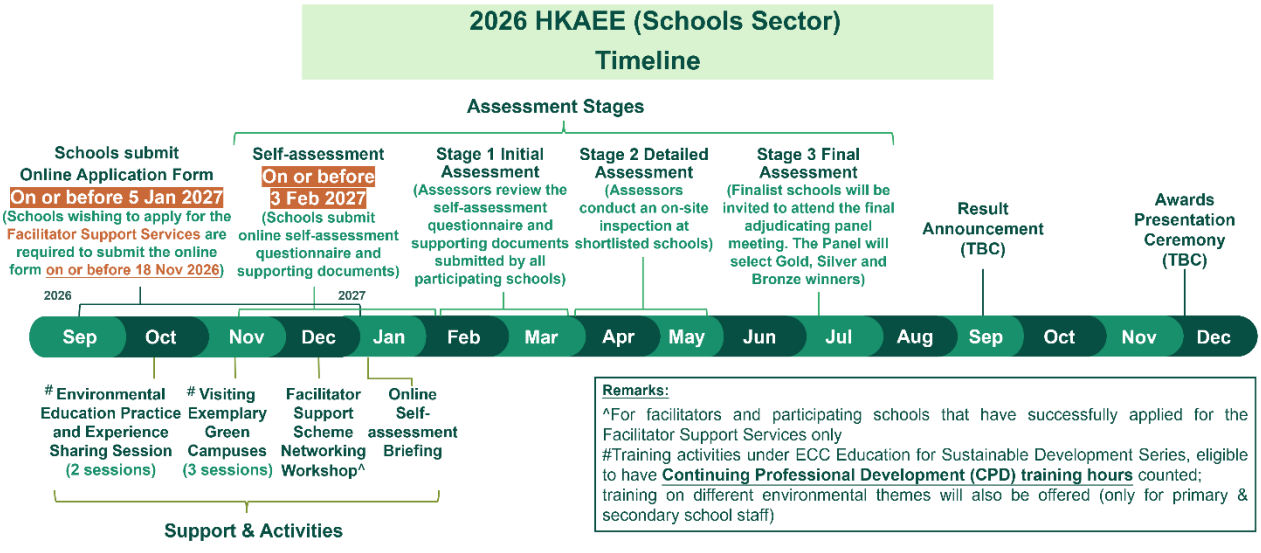
2.1 Objectives

- To recognise efforts put in by schools on environmental management and education;
- To encourage schools' continuous improvement in environmental action and performance by integrating environmental elements into school curriculum and long-term development through a whole-school approach;
- To create an overall environmentally friendly ambience within the schools sector; and
- To recognise schools with excellent environmental performance.

2.2 Eligibility

- All registered schools under the Education Bureau (EDB) are eligible to participate in the "2026 HKAEE (Schools Sector)".
- The Schools Sector is further divided into three sub-sectors, namely **Pre-schools, Primary School and Secondary School**.
- To encourage wider participation, the Gold Award winner of each sub-sector of the previous year will not be eligible to join the HKAEE within the next two years. In other words, Gold Award winners of 2024 HKAEE and 2025 HKAEE (for all three sub-sectors) will not be eligible for entering 2026 HKAEE (Schools Sector), and Gold Award winners of 2026 HKAEE (for all three sub-sectors) will not be eligible to join 2027 and 2028 HKAEE (Schools Sector).
- The Organisers reserve the right to determine the eligibility of any applicant school.

2.3 Timeline Overview



2.4 Support and Activities

2.4.1 "ECC Education for Sustainable Development Series" Training Activities

- The ECC will organise Teacher Professional Development Activities from **October to December 2026**. School managers, teachers and non-teaching staff of all schools in Hong Kong are welcome to join. All attendees are eligible to have **Continuing Professional Development (CPD) training hours** counted. Please refer to the **Schools Go Green website** and **EDB's Training Calendar System** for details.

EDB Training Calendar System Course Code & Title	Date & Time	Mode / Venue	Brief Introduction
CDI020270531 **Building a Green School – Environmental Education Practice and Experience Sharing Session (Primary and Secondary School)**	15 Oct 2026 (Thu) 15:30 - 17:30	Online Course	Experts from academia and school representatives will share their practical experiences in environmental education and education for sustainable development. Topics include curriculum planning, cross-curricular collaboration, innovative teaching strategies and student engagement models, aiming to equip teachers with effective approaches to implementing school-based environmental education and fostering sustainability within the school community.
CDI020270750 **Building a Green School – Environmental Education Practice and Experience Sharing Session (Kindergarten)**	16 Oct 2026 (Fri) 14:30 - 16:30		
CDI020270544 **Visiting Exemplary Green Campuses (Primary School) – Practical Approaches to Environmental Management and Education**	9 Nov 2026 (Mon) 14:30 - 16:30	On-site Visit – Ho Shun Primary School (Sponsored by the Sik Sik Yuen)	Visit award-winning schools of the "Hong Kong Awards for Environmental Excellence (HKAEE)" to observe green campus facilities and gain insights from their experience in formulating school environmental management measures and implementing environmental education.
CDI020270548 **Visiting Exemplary Green Campuses (Secondary School) – Practical Approaches to Environmental Management and Education**	11 Nov 2026 (Wed) 14:30 - 16:30	On-site Visit – Ho Yu College and Primary School (Sponsored by Sik Sik Yuen) (Secondary Section)	
CDI020270751 **Visiting Exemplary Green Campuses (Kindergarten) – Practical Approaches to Environmental Management and Education**	17 Nov 2026 (Tue) 14:30 - 16:30	On-site Visit – Hong Kong Christian Service Pario Kindergarten (Shatin)	
CDI020270551 **Sha Tau Kok Farm-to-Campus Learning – Exploring Campus Planting Practices**	Open to primary and secondary school staff only 21 Nov 2026 (Sat) 9:00 - 13:00	Organic Farm in Sha Tau Kok	Through hands-on activities such as organic farming, vermicomposting and aquaponics, teachers will learn greening strategies that can be applied on campus, as well as acquire teaching resources and pedagogical methods to enhance students' understanding and practice of ecological conservation and sustainable living.

CDI020270527 **STEAM x Artificial Intelligence Applications – Climate Change and Innovative Teaching** *(Online registration will open in early Nov)*	Open to primary and secondary school staff only 19 Dec 2026 (Sat) 14:00 - 18:00	Hong Kong Institute of Education for Sustainable Development	Through expert sharing, AI classroom teaching and analysis platform, as well as lesson design workshop, teachers will learn to make use of innovative tools to integrate climate change into cross-disciplinary STEAM activities, and conduct evaluation.

- Participation in the above training will be on a first-come, first-served basis and will close once quotas are filled. If your school wishes to nominate staff members to join the training, please submit the **online application** through the **EDB's Training Calendar System** on or before the Application Deadline of that session.

2.4.2 Online Self-Assessment Briefing

- To familiarise participating schools with the assessment requirements of the "2026 HKAEE (Schools Sector) and the "2026 Best Green Education Initiative Award", as well as the use of the online assessment system and preparation for completing the Self-assessment Stage, an online briefing session (Cantonese Session) is tentatively scheduled for **early January 2027**. Activity invitation and application details will be announced via email in due course.

2.4.3 Facilitator Support Scheme

- To assist participating schools to understand more about the "2026 HKAEE (Schools Sector)", facilitators can be provided for mentoring schools by arranging visit(s) or sharing experience and/or providing suitable advice on green management and environmental education via suitable channels on a voluntary basis. All facilitators have prior experience in joining the competition and possess different skills to provide more holistic support to schools.
- **Facilitators would ONLY be assigned to schools upon request**. Schools interested in having a facilitator should indicate their request when submitting their applications for the "2026 HKAEE (Schools Sector)". Support services will be provided from December 2026 to July 2027. Please note that schools that have not received facilitator support in the past two years will be given higher priority in assigning facilitators. Besides, Gold, Silver and Bronze winners of the 2024 and 2025 HKAEE are not eligible to apply for the support.
- All schools that have successfully applied for facilitator support will also be invited to attend a **Networking Workshop** (tentatively scheduled for December 2026). This workshop will allow facilitators and staff from the facilitated schools to meet in person and connect, as well as share practical experiences, difficulties faced and solutions adopted when implementing environmental management and education in their schools.
- An electronic certificate will be issued to all attending school heads and teachers as proof of attendance. School heads are welcome to consider counting the time spent in the workshop as CPD training hours. Activity invitation and application details will be announced via email in due course.

2.5 Application and Assessment

Schedule	Details
Application	
Sep 2026 – early Jan 2027	• Schools interested in joining the "2026 HKAEE (Schools Sector)" are required to complete and submit the **online application form** **on or before 5 January 2027 (Tuesday)**. • If schools wish to **apply for Facilitator Support Services** in addition to participating in the Award, please submit the **"HKAEE" online application form** **on or before 18 November 2026 (Wednesday)**. **Points to Note** • Schools wishing to enrol in more than one school sub-sectors and/or enrol for different campuses are required to submit **separate** online application forms. • Upon submission of the online application form, an **application confirmation email (containing the applicant ID and password for accessing the online assessment system)** will be sent to the contact email address provided by your school in the application form. If you do not receive the confirmation email, please check your junk/spam folder first. (Note: To avoid creating duplicate user accounts, please do not submit the same application form more than once.) • If your school (i) does not receive the application confirmation email within seven working days after submitting the application form, or (ii) needs to amend any information provided in the application form, please contact the Technical Consultant of the Scheme (WWF-Hong Kong) by email (hkaee@wwf.org.hk) or by telephone (2864 1477).
Self-assessment	
Nov 2026 – early Feb 2027	• Upon submitting the application, participating schools are advised to review the **Self-assessment Questionnaire Sample** [Annex 2 for pre-schools; Annex 3 for primary and secondary schools], in order to prepare the required information and supporting documents in advance for the assessments. The sample is for reference only, **submission in paper/PDF format will not be considered**. • Participating schools are required to complete and submit the **Self-assessment Questionnaire through the online assessment system** **on or before 3 February 2027 (Wednesday)** *(tentatively will be open for filling in Nov 2026)* to review their environmental performance in the **past school year (i.e. 2025/26 school year)**. **Guidelines & Tips** • Participating schools are advised to read through "Annex 4 – Guidelines & Highlights of Best Practices (Schools)" to understand the details of the Self-assessment Questionnaire questions and related practical examples. • Schools may also refer to "Reports on Overall Performance of Past Participating Schools" to learn about the ways for improving the school's environmental performance. • Schools could arrange meetings with facilitators (if necessary) to obtain advice from facilitators to prepare for the submission of Self-assessment Questionnaire.

	Points to Note • To ensure fairness and accuracy during the assessment process, schools are required to **submit relevant supporting documents** in accordance with the requirements of the questions. Failure in providing elaboration and relevant proofs/evidence may affect the school's ranking in Stage 1 Initial Assessment and the eligibility to be shortlisted for Stage 2 Detailed Assessment. • Schools may refer to "Part (E1) Supporting Documents Checklist" at the end of the questionnaire and ensure relevant supporting documents are uploaded before submitting the questionnaire.
Assessments	
Feb – Mar 2027	**Stage 1 – Initial Assessment** • The technical consultant will review the Self-assessment Questionnaire and supporting documents submitted by all participating schools, and may contact schools via phone and/or email to verify the content and request to provide supplementary documents. • The technical consultant will rate the environmental performance of all participating schools to assist the Organisers in selecting schools shortlisted for Stage 2 Detailed Assessment.
Apr – May 2027	**Stage 2 – Detailed Assessment** • Participating schools shortlisted for Stage 2 Detailed Assessment will be eligible to compete for "Outstanding Award" or above. • Assessors will conduct an on-site inspection at each shortlisted school. The inspection will comprise a school tour arranged by the school (to showcase the school's environmental facilities and measures) and an interview with the school representatives, including but not limited to its school management, teaching and non-teaching staff, students, etc. • The technical consultant will rate the environmental performance of all shortlisted schools after the on-site inspections to assist the Organisers in further selecting schools eligible for Stage 3 Final Assessment.
Early Jul 2027	**Stage 3 – Final Assessment** • The Final Adjudicating Panel (the Panel) will comprise representatives from schools, government departments and professional bodies. • Each finalist school will be invited to attend the final adjudicating panel meeting to further introduce its environmental projects and achievements. The Panel will conduct final assessment on the overall environmental performance of each finalist school to select Gold, Silver and Bronze winners.
Result Announcement and Awards Presentation Ceremony	
Sep 2027 (TBC)	• Results and related reports (where applicable) will be issued to participating schools.
Dec 2027 (TBC)	• Award-winning schools will be invited to attend the Awards Presentation Ceremony.

2.6 Assessment Criteria

Participating schools will be assessed under three main areas, namely **Green Leadership**, **Programme and Performance** and **Partner Synergy**, with the following key components and weighting:

Assessment Area	Key Components	Weighting
A) Green Leadership	• School Management Support and Commitment • Environmental Policy • Education for Sustainable Development / Environmental Education Plan in School Curriculum	25%
B) Programme and Performance	• Resource Usage and Management (Energy Conservation and Carbon Reduction, Water Conservation, Waste Management, Green Travel, Sustainable School Catering, Green Procurement and Environmental Compliance) • Campus Environment (Greening, Noise Management and Indoor Air Quality Management) • Environmental Education (Implementation and Information Dissemination) • Monitoring and Evaluation on Environmental Management and Education (Performance Review, Reporting and Follow-up Action)	55%
C) Partner Synergy	• Parents and Families • School Network • Community Members / Other Organisations • Service / Product Suppliers	20%
	Total:	**100%**

In order to recognise participating schools' efforts in promoting the HKAEE as well as their achievements in the Hong Kong Green Organisation Certification (HKGOC) and other recognised certification or award schemes, **a maximum of 10 bonus points** will be given to the participating schools during **Stage 1 Initial Assessment** of the HKAEE as follows:

(1) Efforts in Promoting HKAEE (maximum 3 bonus points)

- If participating schools have promoted HKAEE through their school network and / or promotional channels / platforms (e.g. display the awarded logos and stickers on campus, website, and electronic screens, etc.; imprint the awarded logo in name cards, letterhead; and publish featured articles through media), **a maximum of 1 bonus point will be granted**.

- If participating schools have successfully referred their partners (e.g. schools that are not under the same School Sponsoring Body, suppliers or contractors, external organisations, etc.) to join the HKAEE, **a maximum of 2 bonus points will be granted**.

(2) Efforts in Hong Kong Green Organisation Certification (HKGOC) (maximum 3 bonus points)

- If participating schools possessed a valid Wastewi$e / Energywi$e / IAQwi$e / Carbon Reduction Certificate / recognition of Hong Kong Green Organisation issued by the ECC, **1 bonus point per Certificate will be granted**. Please refer to the HKGOC website for details.

(3) Efforts in Other Environmental Schemes (maximum 4 bonus points)

- If schools have participated in and possessed a valid certificate from the following schemes, **1 bonus point per scheme** will be granted:

Organiser	Environmental Scheme	Applicable Sub-sector(s)
Environmental Campaign Committee (ECC)	• Green Prefect (GP) Programme 2025/26 • Student Environmental Protection Ambassador (SEPA) Scheme 2025/26 • Carbon Reduction@School Inter-school Competition 2026/27	Primary & Secondary
	• GreenLink Environmental Education Support Programme 2025/26 (Environmental Education Outreach Activities)	Pre-school, Primary & Secondary
Environmental Protection Department	• We-recycle@School 2025/26	Primary & Secondary
	• Obtained an "Indoor Air Quality (IAQ) Certificate"	Pre-school, Primary & Secondary
Leisure and Cultural Services Department (LCSD)	• Greening School Subsidy Scheme 2025/26 • One Person, One Flower Scheme 2025/26 • Planting Herbs in School Scheme (Planting Edible Plants in School Scheme) 2025/26 *[Remark : Maximum 1 bonus point will be given to schools for joining any of the Schemes organised by LCSD]*	Pre-school, Primary & Secondary
Business Environment Council	• Jockey Club Energy Saver in Schools Project 2025/26	Primary & Secondary
Hong Kong Green Building Council Limited	• "Green Rating" under BEAM Plus Existing Schools Version 1.0	Primary & Secondary
The Hongkong Electric Company	• Happy Green Schools Label Programme 2025/26	Pre-school, Primary & Secondary
Water Supplies Department	• Cherish Water Campus Integrated Education Programme 2025/26	Pre-school & Primary
The Environment and Conservation Fund x Ocean Park	• Environment and Conservation Fund Ocean Park Seahorse Rangers 2025/26	Pre-school
CLP Power Hong Kong Limited	• Green Elites Campus Accreditation Programme 2025/26	Primary
Environment and Ecology Bureau	• Sustainable Development School Award Programme 2025/26 - Sustainable Development Participation Award and Sustainable Development Community Project Award	Secondary

- The Organisers reserve the right of final decision in granting bonus points to participating schools.

2.7 Awards and Benefits of Participation

Participating schools with excellent environmental performance and achievements will be awarded with a **trophy / certificate** at the Awards Presentation Ceremony of the HKAEE, in recognition of the efforts exerted by schools in promoting environmental protection. **Cash prizes** will also be provided to certain award categories to support and encourage schools in sustaining the promotion of a green campus culture. Details of the awards for each of the sub-sector are listed below:

Award	Gold*	Silver*	Bronze*	Outstanding Award*	Certificate of Merit*	Certificate of Recognition
Quota	One	One	One	Five	Five	Unlimited
Assessment Process						
Stage 1 Initial Assessment	✓	✓	✓	✓	✓	✓
Stage 2 Detailed Assessment	✓	✓	✓	✓		
Stage 3 Final Assessment	✓	✓	✓			
Eligibility	Selected by the Final Adjudicating Panel			Ranked 4th to 8th in Stage 2	Ranked 9th to 13th in Stage 1	Scored 50% or above in Stage 1
Pre-school	**HK$20,000**	**HK$15,000**	**HK$10,000**	**HK$2,000**		
Primary	**HK$50,000**	**HK$40,000**	**HK$30,000**			
Secondary	**HK$60,000**	**HK$50,000**	**HK$40,000**			

(Note: Combination and number of awards granted in each sub-sector will be decided by the Final Adjudicating Panel.)

Benefits of Participation

Logo 環保友善學校 Environmental Caring School	✓ All participating schools that have **completed the Self-assessment Questionnaire** will receive the **"Environmental Caring School" Certification Logo** (both physical and electronic versions) in recognition of their efforts and commitment to environmental protection.
Certification 綠色機構 greenorg	✓ ***Gold, Silver, Bronze, Outstanding Award and Certificate of Merit** awardees will also automatically be granted the **title of the "Hong Kong Green Organisation"** under the ECC's Hong Kong Green Organisation Certification (HKGOC).
Report 	✓ Participating schools that have **successfully completed Stage 2 Detailed Assessment** will receive an **environmental performance report** prepared by the technical consultant, outlining the school's strengths in the areas of Green Leadership, Programme and Performance, and Partner Synergy, and identifying areas for further improvement. The report will support participating schools in evaluating their environmental performance and identifying opportunities for further advancement. ✓ Participating schools that are not shortlisted for Stage 2 Detailed Assessment but are awarded with the **"Certificate of Merit"** will receive a **recommendation report** prepared by the technical consultant. The report will provide specific suggestions based on the areas of weakness identified during the Stage 1 Initial Assessment, to support the school's ongoing improvement on its environmental performance.
Certificate 	✓ All participating schools that have completed Stage 1 Initial Assessment but with no awards afterwards will receive an electronic **"Participation Certificate"** upon completion of all assessment stages.

3. 2026 Best Green Education Initiative Award

In addition to the "2026 HKAEE (Schools Sector)", "2026 Best Green Education Initiative Award" is also launched to encourage schools to develop initiatives in promoting sustainability and/or carbon neutrality, as well as to recognise and gather good exemplars of environmental education practices in the Schools Sector. For details, please refer to the application guidebook for the "2026 Best Green Education Initiative Award".

Schools can choose to participate in both awards above or either one. Schools interested in applying for both "2026 HKAEE (Schools Sector)" and "2026 Best Green Education Initiative Award" are required to submit **separate online application forms**.

4. Enquiry

For enquiries about the details of the “2026 HKAEE (Schools Sector)”, please contact the technical consultant of the scheme – WWF-Hong Kong via the following channels:

Tel: 2864 1477

E-mail: hkaee@wwf.org.hk

Schools may also visit the ECC’s Schools Go Green website and complete the online subscription form to receive details about the ECC’s programmes and activities (including latest news related to this award scheme). School staff who subscribe to “Schools Go Green” will receive a welcome gift as a token of appreciation for their support (gifts are limited and available while supplies last).

Award Subpage: https://school.ecc.org.hk/en/programmes/hkaee.html

Subscription Form: https://school.ecc.org.hk/en/contactus/subscribe.php

5. Acknowledgements

The Organisers wish to thank the Environment and Conservation Fund for funding the HKAEE.

Funded by

Environment and Conservation Fund

Organisers

Environment and Ecology Bureau

Environmental Campaign Committee

Supporting Organisation

Education Bureau

Co-organisers

Advisory Council on the Environment

Business Environment Council

Federation of Hong Kong Industries

Hong Kong General Chamber of Commerce

Hong Kong Productivity Council

The Chinese General Chamber of Commerce

The Chinese Manufacturers' Association of Hong Kong

The Hong Kong Chinese Importers' and Exporters' Association

The Hong Kong Council of Social Service

Annex: A Whole-School Approach to Education for Sustainable Development (ESD)

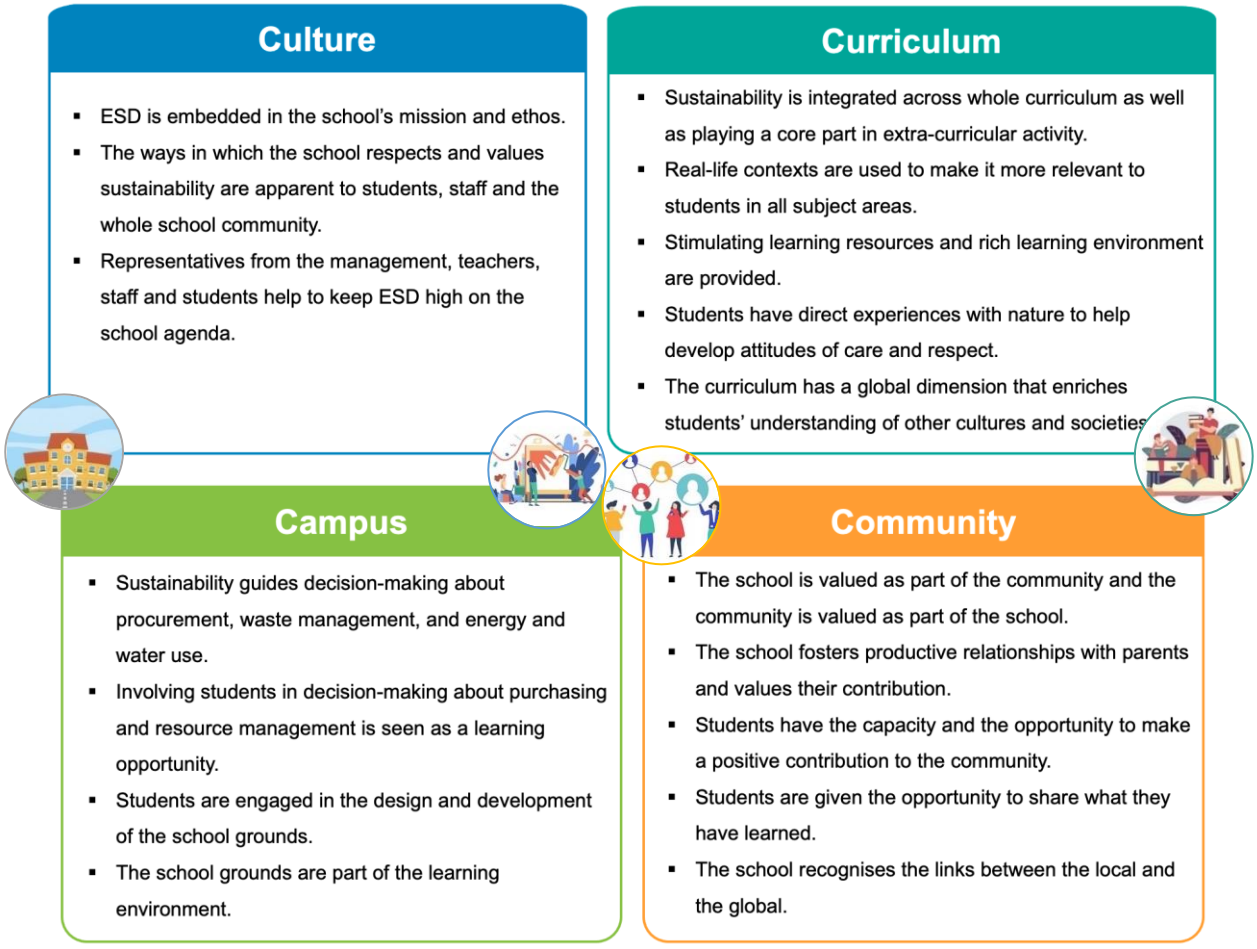
(Source and reference: WWF)

The **assessment criteria for "2026 HKAEE (Schools Sector)"** were devised by integrating the core components of **the whole-school approach to ESD**.

Schools are microcosms of society, where young people establish many social norms and expectations. Environmental education, or in the wider scope of "Education for Sustainable Development (ESD)" is therefore not only about what happens in the classroom, but also about what happens in the whole school and the wider community.

A whole-school approach encompasses the 4Cs – Culture, Curriculum, Campus and Community.

The diagram below illustrates the key aspects of a whole-school approach to ESD. A holistic and integrated approach ensures that sustainability is embedded in the school ethos, teaching and learning, the management of the school estate and links with the wider community. It is a shared, core purpose, bringing together everyone involved in the school to identify changes they want to see, set priorities, plan solutions and put them into action.



There are many ways of developing a whole-school approach to Education for Sustainable Development. It is not something that can be 'completed' and ticked off – it is something we constantly build into our everyday activities. And as the world is always changing, it needs to evolve to keep pace.

DISCLAIMER

The information contained in this guidebook has been produced for guidance only. While every precaution has been taken to ensure its accuracy, no responsibility for any claims, losses or expenses as a result of any material in this publication can be accepted by the Organisers or any organisations involved in this guidebook.