

Student Environmental Protection Ambassador Scheme 2022/23

Aims/Objectives

This is to invite primary and secondary schools to participate in the captioned scheme.

Details

2. The objectives of the scheme are to cultivate students' responsibility in environmental protection, to nurture their leadership skills, and encourage them to take positive initiatives in improving the environment.

3. The Environmental Campaign Committee (ECC), the Environmental Protection Department and the Education Bureau (EDB) jointly organise the Student Environmental Protection Ambassador (SEPA) Scheme in the 2022/23 school year. The scheme has been organised for primary and secondary students in Hong Kong since 1995. Schools with SEPAs enrolled in *Specific Environmental Badge training – Waste Blueprint for Hong Kong 2035* will be subsidised to organise *theme-related school-based environmental education activities*. Details of the scheme and training are shown at **Appendices a and c** respectively.

4. Details of the scheme in the 2022/23 school year are provided in **Appendix a**. Schools that wish to participate in the scheme are requested to complete and return the **Registration Form** in **Appendix b** to the ECC Secretariat by email to schools@epd.gov.hk or by fax at 2909 9516 **on or before 7 October 2022 (Friday)**. The training schedule and application forms for the 2022/23 school year have been uploaded onto the ECC website (<https://school.ecc.org.hk/en/resources/forms.html#sepas>) for interested schools to nominate SEPAs to participate in the Scheme.



5. **For schools that have already enrolled in the SEPA Scheme in the 2021/22 school year, there is no need to submit a fresh registration form in Appendix b.** Teachers-in-charge are only required to submit the application form for training activities and fill in the number of new and existing SEPAs as well as quantities of log books and metal badges required on the **e-registration form** (<https://forms.gle/bEBQ393HcJArVLiL7>).

Enquiry

6. For enquiries, please contact the ECC Secretariat on 2835 1772 or the Moral, Civic and National Education Section of the EDB on 3698 3153.

Student Environmental Protection Ambassador Scheme 2022/23

1. Introduction

1.1 The Environmental Campaign Committee (ECC), the Environmental Protection Department (EPD) and the Education Bureau (EDB) have jointly organised the Student Environmental Protection Ambassador (SEPA) Scheme for students of primary and secondary schools since 1995.

1.2 Details of the Scheme are available from the "Other Learning Experiences (OLE) Activity Databank" website (<http://www.edb.gov.hk/cd/lwl/databank>). Senior secondary school students may participate in activities of the Scheme. Students may enter their OLE data (including this Scheme) in their Student Learning Profiles to briefly record of their learning outcomes.



2. Objectives

- To cultivate students' responsibility in environmental protection; and
- To nurture leadership among students and encourage them to take positive initiatives in improving the environment.

3. Theme: Waste Blueprint for Hong Kong 2035”

- “Waste Blueprint for Hong Kong 2035” is selected as the theme of the SEPA Scheme 2022/23 to promote waste reduction at source and enable students to better understand the environmental initiatives in Hong Kong.

4. Student Environmental Protection Ambassador

4.1 Charter

The SEPA Scheme is organised for students who are dedicated to building up a better environment for Hong Kong. Participating students are encouraged to:

- think globally and act locally;
- keep abreast of environmental issues in Hong Kong;
- take part in environmental protection activities organised by the ECC, government departments, non-governmental organisations, environmental groups and community groups;
- plan, organise and implement environmental protection projects at schools; and
- set good examples in promoting sustainable development.

4.2 Appointment

- 4.2.1 All Primary 1 to Secondary 6 students are eligible to be appointed as SEPAs upon the nomination of their schools. Once appointed, the students will remain as SEPAs until the completion of their primary or secondary education. In addition, Senior Secondary SEPAs will have opportunities to participate in different kinds of green community services/activities organised by Environment and Ecology Bureau (EEB), EPD and/or ECC.
- 4.2.2 Schools may nominate new SEPAs and update the number of existing SEPAs by completing and returning the **Registration Form in Appendix b** to the ECC Secretariat by email to schools@epd.gov.hk or by fax at 2909 9516 **on or before 7 October 2022 (Friday)**.
- 4.2.3 For schools that have already enrolled in the SEPA Scheme in the 2021/22 school year, there is no need to submit a fresh enrolment form. Teachers-in-charge are only required to submit the application form or **e-registration form at <https://forms.gle/bEBQ393HcJArVLiL7>** to fill in the number of new and existing SEPAs as well as quantities of log books and metal badges required. If your school does not wish to continue participating in the SEPA Scheme, please notify the ECC Secretariat by email at schools@epd.gov.hk or by fax at 2909 9516, **on or before the above application deadline**.
- 4.2.4 Please contact the ECC Secretariat through email (schools@epd.gov.hk) or phone (Tel: 2835 1772) if no acknowledgement of application is received within 7 working days from the date of the submission of application.

4.3 Levels

- 4.3.1 There are three levels of SEPAs:

<u>Level</u>	<u>Class attending</u>	<u>Max no. of new SEPAs per school</u>
Junior SEPAs	P.1 – P.6	20
Intermediate SEPAs	S.1 – S.6	20
Senior SEPAs	S.4 – S.6	20

4.3.2 Junior SEPAs

Junior SEPAs assume the role of assistants to teachers and act as group leaders in organising school-based environmental services/activities. Besides, they should also encourage their parents and family members to participate together in environmental services/activities and practise green living.

4.3.3 Intermediate SEPAs

Intermediate SEPAs play similar roles as Junior SEPAs but their roles should be more independent when promoting environmental activities in schools or in the community.

4.3.4 Senior SEPAs

For effective co-ordination of environmental activities, schools are encouraged to set up environmental clubs. All Senior SEPAs should be either the chairpersons or committee members of the environmental clubs or other clubs involving in green activities, and participate actively in environmental activities in the community.

4.4 Log Book and SEPA Badge

4.4.1 Each SEPA will receive a SEPA badge and a log book. The log book can be used for **a maximum of six years**. Each SEPA should record in the log book the details of the environmental activities in which he/she has organised or participated in.

4.4.2 For replacement of log books and badges for the existing SEPAs, schools can make their requests by completing the corresponding part on the form and submit it to the ECC.

5. **Training for SEPAs and Subsidy for Organising Activities**

5.1 Training

5.1.1 Training for the *Basic Environmental Badge* and the *Specific Environmental Badge* is available for SEPAs under the *Environmental Badge System*. The ECC also provides teachers training on *Basic Environmental Badge Train-the-Trainer Workshop* and *Environmental Training Sessions*. Heads of Schools may nominate their teachers to participate in the training sessions and consider counting the time teachers spent in the training workshops as Continuing Professional Development (CPD) hours. Details of the training are shown at **Appendix c**.



5.1.2 The training schedule and application forms for the 2022/23 school year have been uploaded onto the ECC website (<https://school.ecc.org.hk/en/resources/forms.html#sepas>) for interested schools to nominate SEPAs to participate in the training.

5.2 Subsidy for School-based Environmental Activities

The ECC will subsidise schools with SEPAs enrolled in the *Specific Environmental Badge training – Waste Blueprint for Hong Kong 2035* with a maximum amount of HK\$500 for primary school and HK\$800 for secondary school to organise ***theme-related school-based environmental education activities***. Schools are required to submit the duly completed Environmental Protection Activity Record Form and return it to the ECC Secretariat within a month upon completion of the activities for arrangement of reimbursement.

6. Awards for SEPAs

6.1 Outstanding SEPA Awards

At the end of the school year, each school may nominate up to **three** SEPAs to receive the “Outstanding SEPA Awards”, i.e. gold, silver and bronze awards. The nomination should be based on the performance of the SEPAs in the school-based and other environmental activities in this school year, and is entirely at the discretion of the head of school.

6.2 SEPA Merit Awards

Schools may also nominate their SEPAs with good performance for the “SEPA Merit Awards” in appreciation of their dedication and contributions.

7. Enquiry

For enquiries, please contact the ECC Secretariat on 2835 1772 or the Moral, Civic and National Education Section of the EDB on 3698 3153.

To : Environmental Campaign Committee Secretariat
 (Attn. : Assistant Secretary (Community Relations) 2)
 (Email: schools@epd.gov.hk Fax : 2909 9516)

Student Environmental Protection Ambassadors (SEPA) Scheme 2022/23 Registration Form

*Please complete and return this form to the ECC Secretariat by email or by fax **on or before 7 October 2022 (Friday)**.
 The softcopy of this form is downloadable at <https://school.ecc.org.hk/en/resources/forms.html#sepas>.*

(Please put "✓" in the appropriate box below.)

Part 1: Application for SEPA Scheme

Our school _____
 (School Name)

has NOT joined the SEPA Scheme in 2021/22

has joined the SEPA Scheme in 2021/22
(To simplify the application process, schools that have already enrolled in the SEPA scheme in the 2021/22 school year can submit the e-registration form at <https://forms.gle/bEBO393HcJARVLiL7>.

The number of SEPAs appointed for the 2022/23 school year are as follows:

Level	No. of existing SEPAs	No. of new SEPAs nominated (Max. 20)
<input type="checkbox"/> Junior SEPAs (P.1–P.6)		
<input type="checkbox"/> Intermediate SEPAs (S.1–S.6)		
<input type="checkbox"/> Senior SEPAs (S.4–S.6 only)		

(Schools operate both primary and secondary sections may select more than one category.)

No. of SEPA log books and Metal Badges required:

	Number of Log books	Number of Metal Badges
For new SEPAs		
For existing SEPAs (for replacement*)		
	Total:	Total:

**Existing SEPAs should continue to use their existing log books and badges unless they are damaged or lost.*

Part 2: School Information

(Schools that have already enrolled in the scheme in the 2021/22 school year can skip this part if information update is not required.)

Name of Teacher Advisor (English) :		
(Chinese) :		
Contact No. of Teacher Advisor :		
Email Address of Teacher Advisor :		
School Address :		
School Contact No. :		(School Chop)
School Fax No. :		
Signature of School Head :		
Date :		

Remarks: You have the right to request access to and correction of personal data provided in this form. If you wish to access or correct your personal data, please contact the ECC Secretariat by email (schools@epd.gov.hk).

Consent Statement

The Environmental Protection Department (EPD) and/or the ECC and its Secretariat intend to use the personal data (including your name, contact number, fax number, school address and email address) that you have provided to promote the latest development, policies, activities and schemes of the EPD and/or the ECC. Should you find such use of your personal data not acceptable, please indicate your objection by ticking the box below –

I object to the proposed use of my personal data in any marketing activities arranged by the EPD and/or the ECC and its Secretariat.

Student Environmental Protection Ambassador Scheme 2022/23 - Training

(A) Basic Environmental Badge (BEB)

- Objective
 - To equip SEPAs with the basic environmental knowledge and skills of environmental protection.
- Details

Training arranged by the Environmental Campaign Committee (ECC) for SEPAs

 - Seminars on general knowledge of environmental protection and field trips or other training programmes will be organised.
 - SEPAs are required to complete the assignments given by trainers and to report to the ECC at least **three** environmental services/activities (preferably together with their parents and family members).
 - SEPAs who have successfully completed the above will be awarded the BEBs together with certificates.

Training arranged by Qualified Teachers for SEPAs

- The ECC will organise training on “Basic Environmental Badge Train-the-Trainer Workshop” for teachers. Teachers who have acquired the “Certificate of Qualified Trainers of Basic Environmental Badge for SEPAs” are qualified to organise school-based BEB seminars for their SEPAs. Please refer to Part (C) for details.

(B) Specific Environmental Badge (SEB)

- Objective
 - To provide SEPAs with in-depth training on specific environmental topics.
- Details
 - Seminars, workshops, field trips and community promotion and education activities on specific environmental topics will be arranged by the ECC for SEPAs who have acquired the BEBs.
 - SEPAs who have attained the following requirements successfully will be awarded the SEBs together with certificates:

	<i>Primary and Junior Secondary SEPAs (P1 - S3)</i>	<i>Senior Secondary SEPAs (S4 – S6)</i>
i)	SEPAs who have attended the specific environmental training organised by the ECC and completed the assignments given by trainers.	
ii)	SEPAs who have reported to the ECC at least three environmental services/activities related to specific environmental topics (preferably together with their parents and family members), with at least one school-based environmental education activity organised by SEPAs.	SEPAs who have reported to the ECC at least three environmental services/activities related to specific environmental topics, including at least one community promotion and education activity organised by the EEB, EPD and/or ECC, and one school-based environmental activity organised by SEPAs.

- Schools with SEPAs enrolled in the *Specific Environmental Badge training – Waste Blueprint for Hong Kong 2035* can receive a maximum subsidy of HK\$500 for primary school and HK\$800 for secondary school for organising *theme-related school-based environmental education activities*. Schools are required to submit the duly completed the Environmental Protection Activity Record Form, which is provided by the ECC, together with the required documents, and return it to the ECC Secretariat within a month upon completion of the activities for arrangement of reimbursement.
- Senior Secondary SEPAs who have successfully completed the above will also have an opportunity to participate in different kinds of green community services/activities organised by the EEB, EPD and/or ECC. Those who have participated in these services/activities most actively may be invited to a gathering with the Secretary for Environment and Ecology or other senior officials to exchange views on environmental issues.

(C) “Basic Environmental Badge Train-the-Trainer Workshop” for Teachers

- Objectives
 - To help teachers acquire general knowledge of environmental protection and be qualified as BEB trainers; and
 - To help them develop a school-based assessment system for BEB in the long run.
- Details
 - The ECC will provide “Basic Environmental Badge Train-the-Trainer Workshop” to teachers. Teachers who have completed the training will be presented with the “Certificate of Qualified Trainer of Basic Environmental Badge for SEPAs”.
 - Qualified teachers can deliver school-based BEB Seminar to their SEPAs.

(D) Environmental Training Workshops for Teachers

- Objective
 - To enhance teachers’ knowledge of environmental protection.
- Details
 - The ECC will also conduct teacher training on a half-day, whole-day or 2-day 1-night basis. Teachers who join the training not only could familiarise themselves with general knowledge of environmental protection, in particular the government new initiatives, but also strengthen their ability in implementing environmental education.