



# Orchard and Hedgerow Pack Application Guidance

This document will guide you through the process of applying for an Orchards for Schools orchard and hedgerow pack from The Tree Council.

Make sure you complete all the fields required in the online application form, unless indicated as optional.

A practical guide on how to plant and care for your trees will be emailed to you before your trees arrive. You will also receive in the post a free Gift pack containing an A2 planner poster, stickers and gift box to fill with goodies and gift to another school.

## About the application form

This guide takes you through the 7 sections of the application form:

1. Getting started
2. Essential school and youth organisation details
3. Planning your project
4. Number and variety of tree packs
5. Delivery details
6. Data protection - GDPR
7. Summary

## 1. Getting started

Creating a school orchard enriches learning and school life in so many ways. We're here to help you design and create a high-quality outdoor teaching resource right on your doorstep that will engage and inspire your students, providing learning opportunities across the curriculum.

### Who is eligible for an orchard or hedgerow pack?

Orchard and hedgerow tree packs are available to all schools in England, Wales, Scotland and Northern Ireland. Applications from Northern Ireland will be able to apply for tree packs from January 2021. All nurseries, primary, secondary and special schools are eligible to apply. Youth organisations and other community organisations are not currently eligible, however they may make an application for tree project funding through our [Branching Out Fund](#).



## 2. Essential school and youth organisation contact details

### Who should be the lead contact?

It's important that senior management allocate time for an enthusiastic member of staff to be assigned lead contact for the project. Typically, the lead contact is a teacher, school caretaker or local volunteer parent/carer such as a member of the parent association/advisory group.

They should have access to the school, and agreed allocation of time by senior management to complete the application process, if relevant, receive and plant the trees soon after they arrive and manage the care of the trees, especially during their vital first two years of establishment. The lead contact must also be available to take delivery of the tree pack and know what to do with it when it arrives!

## 3. Planning your project

Careful planning at the start of your project will go a long way to ensure healthy trees, a good harvest and successful learning. It is important to ask yourself:

### Why do I want to create a planting project in my school and what is the aim?

Consider why you want to deliver an Orchards for Schools project. Will the activities support wider initiatives, (healthy schools, eco-schools), is there opportunity to embed new teaching and learning opportunities across the curriculum? Also consider what you want to achieve on the ground, do you want to create a teaching space as well as an orchard, or a wildlife or vegetable growing area.

### How much time will my orchard project take to manage?

Compared to growing annual plants like tomatoes and salads, fruit trees require much less annual care once the trees are established. There is however more to do in the first few years in order to get them established; they'll need to be watered, weeded and guarded for the first three years.



It's important that senior management allocate time for an enthusiastic member of staff to be assigned the lead contact for the project. The lead contact will need to complete the application process and to make sure there is a plan in place to involve pupils in your school to help plant, connect, learn, share and care for your thriving fruiting orchard or hedgerow.

#### Do I need landowner permission for my new orchard or fruiting hedgerow?

Yes. Make sure you have permission to plant trees from the landowner of the proposed location before completing the application form. It is worth checking your school improvement plan for any proposed developments onsite.

#### Where is the best location and how much space will I need?

If you apply for a fruiting tree pack, you will need to ensure a distance of 4 metres between the trunks of each fruit tree (5 trees per pack). If you apply for a fruiting hedgerow pack, you will receive 30 saplings per pack which equates to a hedgerow 5-6 metres long and at least 1 metre wide.

Make sure you have permission to plant on the land you plan to use for your orchard and/or hedgerow. Consider any new developments that may be proposed onsite. Plant where your trees can receive lots of sunlight and where the drainage is good. Also consider a location that is accessible to all and allows you to easily water your young trees and saplings regularly (near an outdoor tap). Also consider getting help by setting up a Young Tree Champion club - more details on this to follow soon.

It is important to consider your planting location carefully to give your trees the best chance to thrive. The fruit and hedgerow trees we have selected are hardy and versatile, but the minimum site requirements include:

- Good drainage – avoid boggy areas
- Reasonable soil – avoid compacted soils
- Air drainage – avoid frost pockets
- Sunshine – find the sunniest place possible
- Shelter – find somewhere sheltered from strong winds



You should also consider ease of access and an external water supply as your young trees will need regular watering for the first two years. Make sure you have enough space to plant your trees at least three metres apart so they have the room they need to grow and mature. A native apple, pear or plum tree will grow to approximately three to four metres high.

#### Can our fruit trees be planted in pots?

Yes, fruit trees can be planted in pots - the trees you'll be provided are the maximum size recommended for containers, and you'll need pots/containers of 1 metre x 1 metre x 1 metre. They should be planted with mulch, to help provide vital nutrients for the young trees and retain water. Pots should have drainage holes in the bottom to prevent roots becoming waterlogged if overwatered or due to rain.

#### When will I receive my orchard or hedgerow packs and when should I plant my trees?

Successful applicants who apply by midnight Monday 16 November will receive their bare root trees in a box the **week commencing 30 November**. This coincides with the beginning of National Tree Week (28 Nov – 6 Dec) which celebrates the start of the tree planting season. Applications which are received after midnight Monday 16 November will receive trees in early March.

**Once received the trees must be planted within five days otherwise the young trees will die.** When they arrive, open up the box and dip the roots of each tree in water. Then put them back their bag and keep the packs outside. Check the tree roots daily and keep them until planting takes place.

#### How do we keep our trees alive and healthy for years to come?

Your trees will require regular watering during the first two years of growth, especially during the Easter and Summer holidays, so it's important to consider easy access to an external water supply. Try setting up a watering rota that can be done either as a lunchtime or afterschool club activity, use your planner poster (posted separately to your tree pack) to help schedule watering times and days.



You should also consider who is going to manage and care for your trees long term – why not consider setting up a Young Tree Champions club at school? Visit our website for more details on the Young Tree Champions scheme.

#### How will I get pupils fully involved in the project?

Recruiting a club of Young Tree Champions is a great way of getting pupils involved. There are training webinars, videos, curriculum activities and resources available on our new Young Tree Champion website (launching in November).

#### What additional teacher resources are available?

Before your trees arrive, each school will receive a Gift Pack containing an A2 Planner Poster for teachers, sticker set and gift box. You'll be invited to fill your gift box with goodies (pictures, activity ideas, seeds) and gift it to another school to inspire them to get involved. More downloadable resources will be available on the website from 16 October. This will include a comprehensive teacher's guide, and planning webinars to help your lead teacher and pupils learn how to:

- plan your project onsite
- plant, grow and care for your trees
- meet the requirements of the school curriculum and development plan

#### Is there a network of volunteer Tree Wardens in your area?

In many parts of the UK, there are volunteer Tree Warden groups that may be happy to provide further advice and support for your project. Many Tree Warden Networks have organised similar projects themselves in the past and can help you make the project a success. Have a look on our map of Tree Warden networks to see if you have one in your area [<https://treecouncil.org.uk/take-action/tree-wardens/#map>].

## **4. What is in a tree pack and how many can we have?**

There are two types of tree pack available:

### **Orchard pack**



Each orchard pack contains five maiden fruit trees, which will be a combination of apple, pear and plum. All fruit trees and fruiting hedgerows are native to the UK to ensure resilience and compatibility with wider native flora and fauna. Each country in the UK will have a different mix of apple, pear and/or plum trees. It is not possible to select which fruit/varieties of tree you receive.

Your fruit trees will be a year old and between 1-1.5 metres high. A cane, hessian tie and wire guard will be provided for each tree. Each tree will need to be planted at least 3m apart to have space to grow to maturity, so one pack of five trees, if planted together, will require an area of approximately 6m x 9m.

### **Fruiting hedgerow pack**

Perfect if you are more limited on space, these 30 hedgerow plants will create 5-6 metres of fantastic fruiting hedgerow – great for wildlife! You'll need a space with a minimum width of 1 metre. The pack will contain a variety of native hedgerow species (up to 0.5m in height) including hornbeam, sloe and quick thorn (exact species will vary by country). It is not possible to select which fruit/varieties of hedgerow you receive.

### How many tree packs can each school apply for?

The maximum total tree packs you can apply for is four. This can be any combination of the two tree pack types most suitable to your grounds (orchard trees and fruiting hedgerow). If you have big plans and want more packs of either trees or hedgerow plants, than please apply for a Branching Out Tree Planting Grant from The Tree Council (<https://treecouncil.org.uk/take-action/grants-for-trees/>).

### Additional materials required for the planting project

For the planting event, the project lead will also need to arrange

- Spades and forks to prepare the ground and dig the holes
- Gloves for adults and children to wear
- Mulch to go at the base of each tree if possible. This can often be supplied for free by local tree contractors.



## 5. Delivery details and timings

Please remember that deliveries must be made to manned sites, so ensure you note a delivery address where someone will be available to receive the packs during work hours.

Successful applicants who apply by midnight Monday 16 November will receive their bare root trees in a box the **week commencing 30 November**. Applications which are received after midnight Monday 16 November will receive trees in late February / early March.

The Tree Council, or a nominated partner such as a tree nursery, may get in touch with you before this date to further process your order (See section 6 for more information on data protection.)

## 6. Data protection

We will share the details you provide us with third parties such as nursery, contractors, couriers and sponsors and any involved directly in the funding, delivery or monitoring of your Tree Council packs. This is necessary to deliver your packs. The Tree Council, or a nominated partner, (for example, the tree nursery who is supplying your trees) may make contact in order to process your order.

We will keep your data for up to three years, we will use it only in the ways we outlined above and observe all UK-GDPR and other relevant data legislation.

## 7. Summary

The summary of your application form will allow you to check and keep a record of all the information you have submitted. Once you have submitted your form, you'll also receive a PDF of your application in an email confirmation.