

WE ARE A FAIRTRADE SCHOOL



Look for products with this Mark

What's Fairtrade?

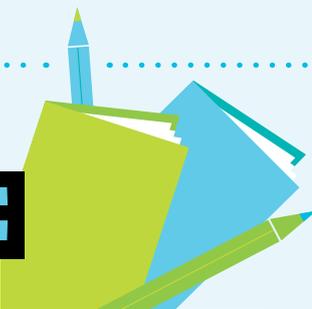
Fairtrade is a brilliantly simple way everyone can support the millions of farmers in the developing world who struggle to make a living from selling their crops. Buying products with the FAIRTRADE Mark ensures they receive a fair price plus a little extra, the Fairtrade premium, to invest in projects of their choice. People all across the world are part of the fast-growing Fairtrade movement, because they believe that small actions add up to big changes that make the world fairer for everyone.

What's a Fairtrade School?

A Fairtrade school is committed to Fairtrade. It means young people understand how trade works and how we can work together to make it fairer. The school uses and promotes Fairtrade products as far as possible, and takes action for Fairtrade in the school and local community. It's great for the school, putting it at the heart of this people's movement for change; it's great for teachers, offering loads of ways to enhance the curriculum and develop young people; it's great for young people, because it's fun and is part of something happening all over the world; and it's great for farmers, who are earning a fair price, and feeling the support of people on the other side of the world.



SO YOU'D LIKE TO BECOME A FAIRTRADE SCHOOL!



Chances are your school has already introduced Fairtrade through lessons or assembly, or maybe young people have taken part in Fairtrade Fortnight and said they want to do more. Great!

To become a Fairtrade school, your school needs to complete five Goals, showing a commitment to Fairtrade across the school, from learning to taking action, from assembly to Governors' meetings. It usually takes about a year to complete the Goals:



Register at:
www.fairtrade.org.uk/schools

Start working towards the five Goals – get a Steering Group together and decide what you want to do



Use the Progress Chart to help keep records of what you do and upload the evidence

When your school becomes a Fairtrade School, you'll get a certificate and a special logo to use



After a year, tell us what your school has been doing to renew your Fairtrade School Award

SAMPLE
POLICY

Our School's Fairtrade Policy

Our School is committed to supporting Fairtrade wherever possible. Fairtrade is about guaranteeing a better deal for farmers in poorer countries who grow the things we eat and use every day.

Our school will:

- Make sure Fairtrade is a topic in years three and five in at least three subject areas, and hold a Fairtrade assembly each term
- Ensure Fairtrade is part of the School Development Plan
- Use Fairtrade products wherever possible:
 - Tea and coffee in the staffroom and at meetings
 - In cookery activities
 - In the dining hall or canteen
- Write a letter to the canteen supplier about Fairtrade
- Visit a local Fairtrade coffee shop to find out more about Fairtrade in our community
- Participate in Fairtrade Fortnight
- Hold a Fairtrade cookery class

The policy is supported by:

- Governor
- Head Teacher
- School Council
- Teaching staff member

CASE
STUDY

John Roan's MAD Club John Roan School, Greenwich

Young people in the Make a Difference Club at The John Roan School in Greenwich, London, campaigned to change all their uniform polo shirts and sweatshirts to Fairtrade cotton. Both are polyester/cotton but garments with at least 50% cotton can be Fairtrade.

'The parents are behind us and we've replaced all our embroidered tops with Fairtrade ones. Thanks to student campaigning through the MAD club, we have lots of products in school' said teacher Rahima Choudhury.



The school uses Fairtrade products in fun activities – including a competition to nibble the Fairtrade chocolate from a Kit Kat stick in the shortest time!

PRODUCER
FOCUS



WHY FAIRTRADE COTTON COUNTS

The odds are stacked against West Africa's cotton farmers. They face a wall of billions of dollars in subsidies paid by rich cotton-producing countries to their farmers, bringing down the global price of cotton.

'These grants to American farmers are really unfair because Mali can't get a good price in international markets so the Mali government becomes poor.'

This is Moussa Doumbia, a Malian cotton farmer. Belonging to a co-operative certified to sell their cotton as Fairtrade, means farmers can get a price for their cotton that doesn't fall below what it costs them to produce, and rises when the market price does. They also receive the Fairtrade premium, a little extra to strengthen their businesses, or invest in improving their whole community.



3

GOAL

Commit to Fairtrade products

Every time we use Fairtrade products some of the world's most disadvantaged people benefit.

Schools tell us that once young people understand how Fairtrade works, and the power they have to choose products that help safeguard farmers' livelihoods, they can't wait to start. What's more, it's lots of fun finding them!

Switch to Fairtrade

How?

Young people could use the proforma on the back of the Progress Chart to think about where Fairtrade products could be used

Save records of your efforts to switch to Fairtrade products – even if they are not successful

Keep records of the Fairtrade products that have been bought and sold

Why?

Because there are lots of opportunities around school to switch to Fairtrade

So everyone can see the progress that's being made

To provide evidence for the Fairtrade Schools Award

CASE STUDY

Recordkeeping

Redhill Primary School, Telford



The school set up a trading arrangement with a local fair trade shop which arranges a stall for Fairs and Fairtrade events. The school uploaded a record of takings as evidence for the Fairtrade Schools Award.

The school used Fairtrade cotton T-shirts, designed by young people, for their new sports shirts. They used this invoice as evidence towards this Goal.

'At Redhill, we pride ourselves on our commitment to the idea of Fairtrade.'

Michelle Sedgebeer,
Sustainable School
Co-ordinator



Using Fairtrade products in your school

Schools sometimes tell us that getting a contractor to offer Fairtrade can be a challenge, but as more schools ask for Fairtrade, more companies are offering a choice. Young people could write persuasive letters to your school's product supplier or caterer to ask for Fairtrade products.

If your school's catering is managed by your local authority, your council contact can put you in touch with the right person to support your school; over 500 councils have already passed resolutions supporting Fairtrade and most have an Officer with responsibility for Fairtrade. Thanks to local support for Fairtrade, bananas and juice in all schools in Islington, Bristol, Cardiff and some other authorities are already Fairtrade.

Tips

- Focus on Fairtrade in lessons through learning about a particular product, and then the school could try to source it!
- Lots of young people set up Fairtrade shops or stalls – this builds enterprise and money management skills and gives the school a chance to try new products
- Use special events to try new things or run taste tests – from parents' evenings to the school fair
- Tell visitors about the Fairtrade products being served

More support

- Your town's Fairtrade directory, or Fairtrade Town group: www.fairtrade.org.uk/townlist
- The suppliers' list at: www.fairtrade.org.uk/suppliers, and companies offering non-food products such as uniform and sports balls at: www.fairtrade.org.uk/products
- Your local shops or supermarkets, Traidcraft, Young Co-operatives, Dubble and others

CASE STUDY

Fairtrade Tuck Shop St George's Academy, Sleaford

St George's Academy decided to sell Fairtrade products to promote a greater understanding of global poverty, and to show that there are ways that the business model could be changed to help people. The Friday lunchtime stall was a great success. Young people ran stalls at the Farmers' Market, and local businesses were keen to support them.

Robyn (12), said she wanted to be part of Fairtrade as 'it helps people have fair wages which we also demand in our own country'. Odette (12) said it was important to extend the work outside the school because she felt 'more involved and independent' as she was 'taking some responsibility'.



'At our after school baking club pupils source Fairtrade ingredients and track costs. They sell what they've made and use the profits to buy next week's ingredients. The pupils published a Fairtrade recipe book to inspire pupils and parents to use Fairtrade.'

Children are using Curriculum for Excellence experiences, and outcomes for food technology, health & wellbeing and numeracy to source ingredients, weigh, bake items and record sales.'

Wilma Gordon, teacher, Mid Calder Primary School, West Lothian



St Fagans C/W Primary introduced Fairtrade in PHSE through **Philosophy for Children** (P4C) where young people decide on their own question and follow the discussion format using thinking activity on fairness

At **Uddingston Grammar School** young people learned about Fairtrade in **Geography**, investigating how fairer trading can help a country develop

Chantry High School promotes Fairtrade by offering young people Fairtrade cotton to use in **Art and Design**

East Sheen Primary School did a great job, using Fairtrade in a **Maths** project where they collected data from local shops about Fairtrade, which they analysed in class

Cumbernauld Primary School learned about Fairtrade in **Technology**. Young people were asked to design and make a Fairtrade chocolate wrapper



Expressive Arts increases understanding of Fairtrade in **Thornlie Primary School** where young

people created drama role play, music and artwork to advertise their Fairtrade campaign

Herne Junior School's young people wrote formal persuasive letters to Headteacher, teachers and catering staff to ask them to stock Fairtrade in school as part of their **Literacy** lessons

Writing a Fairtrade comic was just one way **Social Subjects** students at **Holyrood Secondary School** explored Fairtrade more deeply

Young people at **Cumbernauld Primary School** manage their weekly Fairtrade tuck-shop as part of **Enterprise and money education** lessons



Rhosnesni High School learnt about triangular trade, slavery and Fairtrade in their **History** classes

Young people at **Thomas Hardy School** learnt about Fairtrade in **Food Technology**. They looked at brands that use Fairtrade, how they are marketed and they researched Fairtrade online

PRODUCER FOCUS

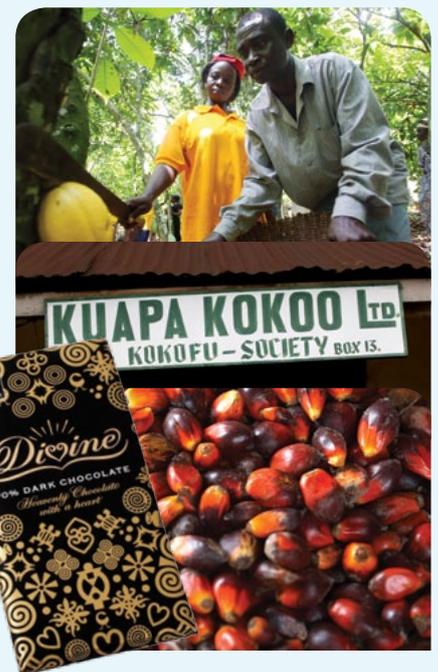


WHERE DOES YOUR FAVOURITE FOOD COME FROM?

Chances are, it's West Africa. In Ghana, many people are cocoa farmers. They grow beans which come to Europe on a boat to be made into cocoa butter and ultimately chocolate.

The farmers of Kuapa Kokoo in Ghana grow beans for Divine chocolate and Cadbury's Dairy Milk. The premium they receive on top of the fair price, they have chosen to invest in schools, because many people in their communities are unable to read and write.

Fairtrade has also helped to prevent children being forced to work on farms instead of going to school. This is because when farmers get a fair price for their cocoa, they can afford to pay for workers at busy times, instead of forcing children to work.





Some ideas for Fairtrade events and activities

Get creative

Have fun writing and performing an assembly, a play, poetry, songs, raps or shows that focus on Fairtrade, and make leaflets or posters to advertise the performances.



Test your knowledge

Invite the local community to a quiz where they can buy Fairtrade snacks, compete to answer questions about Fairtrade and find out more about what young people are doing about Fairtrade.

Try out Fairtrade products

Hold a Fairtrade breakfast, lunch, coffee morning, picnic or Easter egg hunt, or hold a campaign to get Fairtrade cotton uniforms. Hold a stall at school fetes, or a blind taste test to see whether young people and parents prefer Fairtrade products!



Invite the world in!

Get a new perspective on life around the world and how Fairtrade can transform farmers' lives from a visiting speaker or a Fairtrade producer. You could get help with this from your local Fairtrade Group or other organisations in this booklet. Or invite local schools to a Fairtrade conference to share ideas, show off and work together.



Shout about it!

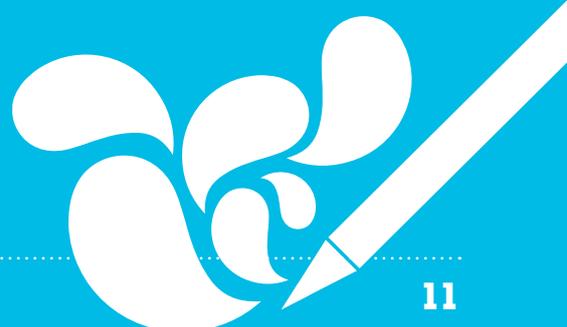
Young people could visit other schools to talk about Fairtrade, or classes could visit shops or supermarkets to look at what products are available, talk to shop managers, and carry out surveys about Fairtrade in the local community. Some schools have written slogans and posters in modern languages classes and taken their protest message onto the streets!

Games of two halves

There are lots of ways to explore unfairness through games – try a sport game using Fairtrade sports balls, where the ref is biased or the teams have unequal numbers. Check out PaPaPaa, Traidcraft Schools, Tzedek or CAFOD for trading games for classrooms. Young people at Woodley Primary School in Stockport even made an online arcade game about Fairtrade.

Competition time!

Get inspired by shows like The Apprentice, Who Wants to be a Millionaire or X Factor with your Fairtrade event, or hold a design or baking contest.



Support and weblinks

Fairtrade Foundation

www.fairtrade.org.uk/schools has everything your school needs to become a Fairtrade School, including learning resources, guides to Fairtrade, recommended websites, news and activities.

Learning resources

Check out www.globaldimension.org.uk for a comprehensive list of resources and a search engine that covers all aspects of sustainability and development, including trade and Fairtrade issues.

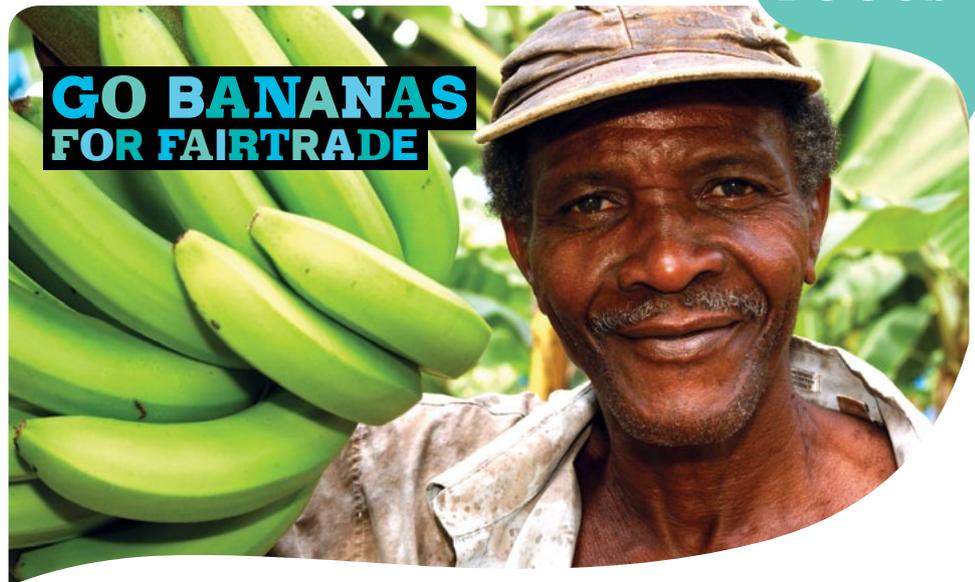
The following organisations that produce learning resources about Fairtrade are regularly recommended by Fairtrade schools: Oxfam, PaPaPaa from Comic Relief, CAFOD, Traidcraft, SCIAF, People & Planet and ActionAid. Development Education Centres can provide more tailored curriculum support and special projects and events.

Local support

Your local Fairtrade Town group is listed at: www.fairtrade.org.uk/townslis

There's support for schools in Wales from Fairtrade Wales: www.fairtradewales.com And in Scotland from the Scottish Fair Trade Forum: www.scottishfairtradeforum.org.uk

Find out more about your local Development Education Centre at: www.globalclassrooms.co.uk



Some of the sweetest Fairtrade bananas you could hope to taste come from the Windward Islands

These lunchbox essentials are a vital part of the Islands' economy. They've always been important to the Islands, and until the early 1990s 60% of all the bananas we ate in the UK came from the Windwards. But changes to trade rules lead to a big decline in the banana trade for the Islands. Communities in the Windwards had a disaster on their hands, one that led to unemployment for many people.

In the 1990s the small farmers of the Windwards got together to form associations of Fairtrade farmers on each island. In 2001 they started selling Fairtrade bananas to the UK, shipping out 4,700 tonnes. By 2009, so many people in the UK wanted Fairtrade bananas that the farmers sent 41,542 tonnes. With the farmers (all 3,400 of them) earning a fair price for their bananas, and being part of a group that supports each other, banana farming in the Windwards is not as risky as it used to be.

The fair price and premium is a sort of safety net for them when times are hard, such as when their crops are ruined by hurricanes or diseases.

Communities all over the Islands are also feeling the benefit of Fairtrade. With investment from the Fairtrade premium they now have:

- A hurricane-proof medicine store for the local hospital
- A bus for young people to get a safe ride to school
- A new pre-school

'We don't want charity, we want the basic human right to earn a decent living to be able to feed our children and live without relying on handouts. Fairtrade is a start but, for us to earn a living, we need people to buy our fruit. I hope people begin to see that they can make a real difference to the lives of thousands of real people just by making a simple decision when they shop. That is all we ask.'

Marcella Harris, President of WINFA, Dominica

For learning resources about Fairtrade and bananas, visit www.oxfam.org.uk/education

www.fairtrade.org.uk/schools

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EVIDENCE ESSENTIALS

Applying for the **first time**

1

Set up a Fairtrade Steering Group **GOAL**

- At least three sets of minutes (one for each term) with points from your action plan
What to provide: Detailed action plan lay-outs with assigned tasks and roles is sufficient. Minutes showing who attended the meetings for continuity are good practice.
- Names of Steering Group members and their role in the school (at least 50% young people)
What to provide: List of names and roles is sufficient. Year groups and pictures are good practice.

2

Adopt a Fairtrade Policy **GOAL**

- Policy agreed by the school Governors or Board, and signed by the Head Teacher and at least one young person
What to provide: The policy with the signatures is enough. A note about where the policy was displayed is good practice (i.e. notice board, school's website). The Fairtrade Policy Proforma can be used here.

3

Commit to Fairtrade products **GOAL**

- Description of Fairtrade products and how they were used
What to provide: List of products and how they were used is sufficient. If it is not possible to change products, correspondence with caterers asking for Fairtrade is sufficient. The Fairtrade products – where and what? Audit can be included here.
- Sales records
What to provide: Sales records, invoices or receipts highlighting Fairtrade products is sufficient. Pictures are good practice.

4

Learn about Fairtrade **GOAL**

- Description of how Fairtrade was incorporated into three subject areas and two year groups
What to provide: A description of the three subject areas and the year groups is sufficient. If Fairtrade was covered in more topics, this can be included.
- Lesson plans or the section of departmental plans that indicate Fairtrade issues in three subject areas and two year groups
What to provide: Teaching plans that incorporate Fairtrade, or teaching resources that are available and that you have used, are sufficient. The more information about how the lesson was run the better.
- Samples of young people's work (please indicate subject areas and year group in the name of your file)
What to provide: Photos of young people's work, questionnaire replies, presentations by young people, scripts, music, quotes from young people illustrating understanding of Fairtrade. The results of the Questionnaire could be additional evidence.

5

Take action for Fairtrade **GOAL**

- Description of three events (one per term including one in the community and one during Fairtrade Fortnight)
What to provide: A list of events with title, dates, assistance and description is sufficient. The Event Planner Proforma can be included here.
- Photographs or detailed description of events (please indicate the event in the name of your file)
What to provide: Pictures of events are required as proof that they have taken place. Including the FAIRTRADE Mark in the pictures is good practice (ordered from our website or created by pupils).
- Press cuttings, newsletters or articles that prove the events that took place
What to provide: At least one of the following: school's newsletter, website, article in the newspaper, press release, letters and invites to events, community notice boards, council publications, church publications, Facebook group.

If you need any more information on what to provide to become a Fairtrade school e-mail us at: schools@fairtrade.org.uk or check out www.fairtrade.org.uk/schools

EVIDENCE ESSENTIALS

Applying for the **first time**

'Sometimes children write at least part of the minutes.'

Sue Fisher,
Fairtrade School Assessor

1
GOAL

'I praise when all age groups are represented and there is a variety of adults, especially if the catering manager is involved, or caretaker.'

Sue Fisher,
Fairtrade School Assessor

1
GOAL

'It's great to see a school which brings in a mix of Fairtrade products from a variety of sources, promoted creatively.'

Penelope Stokes,
Fairtrade School Assessor

3
GOAL

'I am often delighted by the quality of applications and the effort put into them. It is a pleasure assessing such schools and knowing that the pupils are developing a sense of the importance of Fair Trade.'

Vanda Collins,
Fairtrade School Assessor

Tips for applying online

Keep login email and password details safe and tell us if your school's email contact needs to be updated by emailing schools@fairtrade.org.uk

Write an action plan including which documents you need to keep

Keep electronic copies of the documents

Clearly label the documents (dates, name of the event/lesson plan, year group)

For each goal make sure you have a written report plus supporting evidence (e.g. pictures, receipts, lesson plans)

Take pictures



Write reports

Get young people involved in writing documents, taking pictures, uploading evidence



'Make sure you read and understand fully what evidence is required. A common challenge is including enough examples of the pupils' work.'

Vanda Collins,
Fairtrade School Assessor

4
GOAL

'It is always good to see the youngsters actively promoting Fairtrade to the wider community. Evidence from press cuttings is worth a lot. I have seen fantastic applications where schools have run Fairtrade conferences with neighbouring schools.'

Andrew Walker-Brown,
Fairtrade School Assessor

5
GOAL

'I really like Fairtrade themed events, games and competitions. Schools need to have a Fairtrade event every term and it's great to see them really show off the Fairtrade logo in photos and presentations.'

Chris Vasey,
Fairtrade School Assessor

5
GOAL