



RHS MALVERN
SPRING FESTIVAL



School Garden Challenge

9 -12 May 2024

INFORMATION PACK



Application Deadline

To be received no later than 27th October 2023

Applications

Applications deadline is 27th October 2023.

Before you apply

Before completing your application form, please read through this information pack, it contains important information about:

How to apply

Aim of the Challenge

Brief Theme

School agreement

Key dates and contacts

How to apply?

Visit <https://www.threecountiesagriculturalsociety.co.uk/education/rhs-malvern-spring-festival/> for information

Each application will be reviewed by the Shows Team and acceptance of your application will be confirmed in writing.

What is the aim of the School Garden Challenge?

To promote gardening and horticulture to a range of children and young adults, by supporting the embedding of the School Gardens Challenge into their curriculum.

What is the theme for 2024?

The theme for 2024 is 'The Magic of Music: Choose a song or musical to bring to life in a garden to make your heart sing!' You can be as creative as you like when designing your garden. You may decide to incorporate a tree, plant a living hedge, build a bug hotel...the possibilities are endless!

Creating a garden at the Show provides students with the amazing opportunity to design, grow, build and showcase a garden at an RHS Show. By participating, children and young people can gain invaluable hands-on experience with plants and horticulture, while developing an understanding of different growing practices and

environmentally friendly gardening whilst being fully supported every step of the way.

How might this link to the Curriculum?

Suggested links to the curriculum may include:

Literacy

- Link your garden to a song or musical which you learn or study
- Writing letters to potential sponsors asking for a contribution or support with the project

Maths

- Calculations of volume/area, fractions, percentages, symmetry

Science:

- Learning about the different parts of plants and trees and their functions
- The life cycle of a plant and tree
- The process of pollination
- Developing growing and propagation skills
- Understanding environmentally gardening
- Gardening for native wildlife
- Sustainability and biodiversity

Art and Design Technology:

- Learning about the aesthetics of garden design which includes shape, form and colour
- Understanding aspects of design (including proportion, scale) and how to engineer the design
- Creating structural props
- Construction of the garden when on site.

ICT Skills:

- Through the creation of video diaries and podcasts during the design process
- Students are also encouraged to undertake research on how to become a greener gardener

PSHE

- Time in the outdoors is beneficial to both physical and mental health and can have a significant benefit to the wellbeing of children and young people

Personal Development Skills:

- Teamworking
- Communication skills – During the design and build process children and young people will be given the opportunity to speak to experts and at the show the

children and young people will converse with members of the public about their gardens

- Budget planning
- Problem solving
- Working to a brief

The above are only a few examples of links that can be made to the curriculum through the School Garden Challenge project. Some schools select certain year groups to take part, others make it a whole school effort and allocate different activities to different age groups. Some academies; select students from multiple schools and produce a collaborative garden.

Resources – there are numerous free online resources available around school gardening that cover a variety of curriculum subjects, please see below some verified examples:

- RHS Campaign for School Gardening:
<https://schoolgardening.rhs.org.uk/Resources/Find-a-resource>
- Countryside Classroom:
<https://www.countrysideclassroom.org.uk/resources?search=gardening>

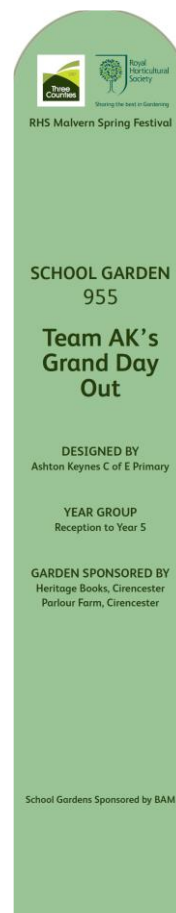
Here are some pictures of the gardens created in 2023:



Expectations

~ What you can expect from us ~

1. A **£300 grant** will be paid to each participating school to contribute towards the costs of the garden. £200 will be paid before the Festival, and the remaining £100 after the Festival, provided that feedback has been received. Full repayment of the grant is required if a school withdraws from the competition.
2. Design, construction and planting workshops will be available for schools to attend from Autumn 2023. These are FREE and it is recommended that each school should attend. The workshops are hosted by The Three Counties Agricultural Society and a range of other specialists. There will be face-to-face workshops and the option to attend a workshop online.
3. An Information board will be provided for each garden featuring the name of the school, name of the garden and a brief description of the garden sponsors.
4. Compost is provided for the gardens for free by The Showground.
Top tip: Make sure that you bring along enough wheelbarrows and shovels to move the soil to your garden!
5. Access to the Show 9-12 May 2024:
 - a. The garden must be manned between the hours of 10am – 4pm each day of the Show by participating school children. It is suggested this is done in shifts. Children under 16 receive free entry to the show and will be provided a wristband.
 - b. Staff members who are supervising children at the garden will be provided a wristband or ticket.
 - c. Weekend ticket/wristband allocation – One adult ticket/wristband will be provided per child attending.
 - d. Each school will also be given a discount code to distribute to parents/carers etc. which will allow them to buy tickets for either the Friday, Saturday or Sunday of the Festival at a discounted price. The discount will be valid until midnight Saturday 11th May 2024.
 - e. 8 complimentary tickets per school are provided for sponsors which allow access on any one day of the show as a thank you for their contribution.



- f. All carparking is free.
- 6. The involvement and support of Chris Collins, former BBC Blue Peter gardener and School Gardens Champion throughout the design and build process.

Expectations

~ What we expect from you ~

1. By completing the application form, you are confirming that all signatories have read and understood the terms and conditions of the challenge and key dates and that you are committed to bringing your garden to the show.
2. It is important that ALL DEADLINES ARE ADHERED TO. Please see the separate page for below for details about individual deadline dates.
3. The garden should be designed by the pupils. Whilst it is sometimes helpful to ask for professional advice, the design, creation, planting and growing of plants should be done predominantly by the pupils. It is understood that certain parts of the garden may need to be constructed with adult assistance and this is acceptable but the garden must fully reflect the pupils' input. Schools should aim to achieve that the children and young people grow 50% plants used in the garden from seed and plugs and plants should have been potted on at least once. Even if the plants have been bought in, it is essential that the plants have been looked after by the children.
4. School Show Gardens must be manned from 10.00-16.00 each day (show opens 9.00 until 18.00). A rota should be prepared, we advise approximately 3 pupils + 2 adults per session, with each session lasting around 2 hours. We do not expect the gardens to be manned when the School Garden Challenge Awards are taking place.
5. Publicity must be done in conjunction with the RHS Malvern Spring Festival's Marketing Executive, Daisy Allen (daisy.allen@threecounties.co.uk)
6. LOGOS: Please ensure that you use the correct logos. Logos are available from Daisy Allen. The festival should always be referred to as The RHS Malvern Spring Festival, at the Three Counties Showground, Malvern.
7. Risk Assessments – Prior to the build-up period, you will be provided with a risk assessment. Schools are then responsible for producing their own risk assessments, to take into account hazards that are specific to their build and pupils needs.
8. Safeguarding – Each school must inform the Three Counties Agricultural Society's Designated Safeguarding Officer (Jayne Unwin) of any information that needs to be taken into account to ensure that the safeguarding needs of the school's pupils are

met when at the Showground. Otherwise, each school is responsible for maintaining the required safeguarding procedures as outlined in their schools' policies.

9. Evidence Based Project – As part of the judging criteria each school is asked to create some form of album, recording the development of the garden as the academic year goes on. In 2019 we introduced the use of video blogs which gives the judges further evidence that the children were the ones contributing and planning the garden. It is often a very handy tool to have some form of document about the garden that the pupils can use as an *aide-memoire* to structure what they tell the judges and visiting members of the public.

Design of the Garden

1. The garden can be any shape.
2. The overall size of the garden will be a **maximum of 16sqm**, (e.g. 4m x 4m). There is no restriction on the shape of the garden. The garden can be smaller if desired, to a **minimum of 9sqm** (e.g. 3m x 3m).
3. The garden should **not** be accessible to the public.
4. The garden **MUST NOT** require excavations. All work is to be above ground, without removing the grass. It is suggested that the garden is contained within a border, like that of a raised bed, which can be filled with compost to hide all the construction details including if any plants are left in pots. Compost is provided for the gardens for free by the Showground.
5. Membrane should be placed between the ground and the compost to aid with removal after the show and to protect the ground.
6. Gardens must be viewed from a minimum of two sides.
7. You are strongly encouraged to consider how height and depth can be used in your design, and how any structures will be secured.
8. All gardens must be fenced or roped off appropriately to let visitors to the show know that it is not to be walked on.
9. The pupils' input into the garden design is paramount.
10. A single socket (3 pin, 13amp) can be installed to the garden if power is required and should be requested by no later than 19th April 2024. Water will be available in the vicinity, but not piped directly to each garden.

11. An A3 plan and an A3 artistic impression of the garden, as outlined below, should be submitted by the date given – please note the artistic impression may be published online, used on social media and may appear in the Show Guide.

Build Up & Breakdown

1. The build on site at The Three Counties Showground can start from Monday 29th April 2024. It is anticipated each school will require about 5 days (20 hours) on site during build up to complete their garden. Children from the school should be present at all points during the build. Building work at the weekends is strongly discouraged and the Showground should be informed in advance of when you intend to be onsite.
2. Pupils are expected to be 'hands on' during the build as well as being substantially involved in the planting of the garden, with great attention to detail and finish.
3. It is expected that pupils will behave in a professional manner whilst on the Showground as they will be representing their schools. If there inappropriate behaviour is reported then the school will be expelled from the project forthwith, and any costs incurred by the Society must be reimbursed by the school.
4. Pupils and staff should bring a packed lunch and drinks and wear appropriate clothing such as safety boots/study footwear and all-weather items such as waterproofs, sun cream and hats. High visibility jackets are required and it is essential that they are worn at all times. This applies to students and teachers. This rule is operated throughout the Showground build to comply with health and safety legislation. Anyone not complying will not be permitted onto the Showground or to take part in the project.
5. Compost is provided by the Society for the schools to use as filler in the raised parts of the gardens. However, the Schools will be required to move this to their site from where it is unloaded, which will require wheelbarrows and tools.
6. It should be assumed that no overnight storage will be available during the build-up. Should there be any (which cannot be confirmed until closer to the time) then it will not be secure and items are left at your own risk.
7. For ease of construction, it is preferable that gravel, shingle or granite chips are not used, or similar materials which may damage mowing machines, or harm wildlife, if they get hidden in the grass.

8. No activity is allowed on the school gardens from 9am on the day of judging, including watering. The judging will take place on Wednesday 8th May 2024.
9. Schools are required to remove their gardens after the Festival. Gardens should be completely removed from the Showground site NO LATER than 5pm on Tuesday 14th May 2024
10. Artificial flowers, gnomes, fluorescent colours, or anything which may cause offence are not permitted.

During the Show

1. The garden is to be staffed between 10am-4pm, on Friday, Saturday and Sunday. Flexibility is allowed on the Thursday to enable everyone to attend the Awards Ceremony. It is recommended that 3 children and 2 adults are at the garden, with the children being there for no more than 2 hours at a time.
2. NO bags are to be stored around the garden, NO additional tables to be erected and NO sales of any materials are permitted. The exception to this is after 4pm on the last day of the show, when you may sell off any components of your garden, if you wish. A dedicated marquee will be available in the vicinity of the gardens to store bags and coats etc.

Post-Show Evaluation

1. All schools will be asked to provide post-Festival evaluation to the Three Counties Agricultural Society. The method of collection (online survey etc.) will be confirmed closer to the time.
2. Outstanding grant money will not be paid to the school until the evaluations have been submitted.

PR, Marketing and Logo Use

1. Any leaflets or promotional material should be approved by the Festival organisers before publication. When referring to the event please ensure the full name is used RHS Malvern Spring Festival. If you would like to use the Festival logo on any literature, please request this from Daisy Allen, Marketing Executive, daisy.allen@threecounties.co.uk and ensure any literature featuring the logo is proofed to Daisy before sending to print.
2. All copy should be approved by the Festival organisers before printing to check for accuracy.

Facebook Support Group

A closed Facebook group will be created for anyone who is coordinating one of the gardens.

It is called 'School Garden Challenge 2024'. Please feel free to join it, but if you then decide not to continue, you can easily leave.

The aim of the closed group is to encourage different schools/groups/coordinators to discuss any problems they may be having, share good ideas and to build a community spirit. It will also be used as a depository for any documents that are important to the Challenge, though everything will also be communicated via email.

Video Diaries

To help build the awareness of the School Garden Challenge, and to show people how much work schools put into it, we would like each school to make one video (under 10 minutes) which illustrates the different stages of the project in preparation for the Festival.

They will be used in a mixture of social media posts about the Challenge throughout the year, so each school will need to obtain the appropriate permissions from the participating children's parents/guardians.

The video will not need to be a videography masterpiece, and is designed to be filmed on a phone, and then uploaded via WeTransfer.

The judges may view the school's video as part of the judging process.

Judging and Awards



The School Garden Challenge is judged by the Royal Horticultural Society. The judging process will take place on Wednesday 8th May 2024 from 9.00am onwards. The first hour of judging will be behind closed doors where video diaries will be viewed. After this, the RHS judges will wish to talk to at least 3 students per build who can give a brief resume of their garden – a 15-minute slot will be given to each school for this purpose and will take place by the gardens.

Each garden will be given one of our four new award categories. (Details to follow)

The outcomes of the judging will be announced during the awards ceremony.
Feedback will also be made available for schools following the ceremony.

Please find below the judging criteria used by the RHS Judges:

RHS School Garden Judging Criteria

	Excellent (4)	Very Good (3)	Good (2)	Satisfactory (1)
a. Plants Quality and home grown Colour and choice Free from pests and diseases Association and relevance to garden	Plants are in first class condition, and have either been grown, or grown-on, by the school. There is no sign of any pests or diseases and, where appropriate, the plants are in flower. The choice of plants is very relevant to the garden and represent a broad range of seasonal interest.	Plants are in very good condition, and the majority have been grown, or grown-on, by the school. There is minimal sign of pests or diseases and, where appropriate, the majority of plants are in flower. The choice of plants is, in the majority, relevant to the garden and represent a good range of seasonal interest.	Plants are in good condition, and have generally either been grown, or grown-on, by the school. There are very few signs of any pests or diseases and some of the plants are in flower. The choice of plants are generally relevant to the garden and represent a range of seasonal interest.	Plants are in acceptable condition, and some have either been grown, or grown-on, by the school. Signs of pests or diseases are visible and plants may not be in flower. Some of the plants link to the garden and are of some seasonal interest.
b. Overall Impression Impact (inc. wow factor and theatre) Design Colour Relevance to theme Balance and scale.	The garden is creative and has a wow factor that incorporates well executed design and balance, with a focus on detail. The garden provides a clear and substantial link to the theme and creates a very high level of interest for the visitors.	The garden is something different and will catch visitors' eyes. The design works well and is detailed. The garden provides a clear and obvious link to the theme and creates good levels of interest for the visitors.	The garden avoids clichés and visitors will stop and look at it. The design answers the brief fully and has some interesting details. The garden provides a link to the theme that is interpretable after a little explanation and creates a small level of impact on the visitors.	The garden meets the brief but is rather predictable. The design and materials are basic and contain limited amounts of detail. The theme requires explanation to be understood and visitors may not stop and stand to look at this garden.
c. Children's Input* Children's creativity Children's innovation Children's design Children's planting skills and artwork All above points being age/ability appropriate.	It is clear that the children have taken a significant role in all aspects of the garden and have led the creativeness of the project. The garden (design through to final product) is appropriate for the ages and range of abilities of the children.	It is clear that the children have taken a predominantly significant role in all aspects of the garden and have led much of the creativeness of the project. The garden (design through to final product) is generally appropriate for the ages and range of abilities of the children.	It is clear that the children have taken a role in the majority of the aspects of the garden and have greatly contributed to the creativeness of the project. The garden (design through to final product) is general appropriate for the ages or range of abilities of the children.	It is obvious that adults have taken the lead in most aspects of the garden. The garden (design through to final product) does not generally seem appropriate for the ages and range of abilities of the children.

d. Finish Recycling and upcycling Hard landscaping and choice of materials Appearance of permanence Level of, and attention to, detail Use of space.	Great care and consideration is evident in the sourcing of materials used and what they will be used for after the show. Although only a temporary feature the garden looks permanent and makes best use of the space that has been allocated to it. The final details in the garden have been excellently considered and executed.	Care and consideration is evident in the sourcing of the majority of materials used, and what they will be used for after the show. Although only a temporary feature the garden looks almost permanent and makes very good use of the space that has been allocated to it. The final details in the garden have been considered and executed.	An acceptable quantity of the materials has been sourced from carefully considered sources, with some thought about their use after the show. Although only a temporary feature the garden has a degree of permanence about it and makes reasonable use of the space that has been allocated to it. The final detail in the garden is acceptable.	Materials have been sourced for their convenience and it is unclear as to how they be used after the show. The garden is a temporary feature, and this comes across in the construction. The space could be used much more successfully. The garden lacks any noticeable level of detail in the finished product.
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*Can be evidenced in supporting videos and workbooks.

Please note: All information is correct at the time of writing, but is subject to change without notice.

Schedule of Works and Deadlines for the Project

The following information is extremely important:

10th October 2023 (Evening session to be held at the Showground)	Information evening for adults only. Learn all about the challenge and gather some handy tips and tricks.
27th October 2023	Closing date for applications. https://www.threecountiesagriculturalsociety.co.uk/education/rhs-malvern-spring-festival/
9th November 2023 (Face-to-Face workshop) 23rd November 2023 (Online)	Design, construction and planting workshops at the Showground along with the opportunity to attend an online session. Use the workshops to inform your designs and briefs.
December 2023 onwards	Informal feedback provided to participants about any specific aspects of their design which they will need to consider between now and the show. Plants will need to be started to be grown now, especially if a greenhouse is available.
9th February 2024	Final date for designs (1 x A3 plan, 1 x A3 artistic impression) to be submitted to Three Counties Agricultural Society, The Showground, Malvern, Worcestershire, WR13 6NW. High resolution scans can be emailed instead. Designs will be used online and in publicity materials. Confirmation of all sponsor details and garden descriptions, to be used in publicity material.
16^h February 2024	Submit details of sponsors
19th April 2024	Deadline for request for power supply to garden
19th April 2024	Deadline for requests for tickets/wristbands. Numbers for adults and children need to be split.
26th April 2024	All video blogs to be submitted by this date ready for judging
29th April 2024	Build-up period commences on site at The Showground, Malvern.
1st and 2nd May 2024	Chris Collins on site for practical support

8th May 2024 (by 9am)	Gardens must be completed and ready for judging by RHS.
9th to 12th May 2024	Schools attend the RHS Malvern Spring Festival from 10.00am to 4.00pm each day.
14th May 2024	Breakdown of the garden fully completed, and all items removed.
30th June 2024	An evaluation should be submitted by the lead contact about the project no later than 30 th June 2024. Any outstanding grant money will then be released.

Garden Designs

Designs MUST be submitted by 9th February 2024

Post to:

School Show Gardens, Three Counties Showground,
Malvern, Worcestershire, WR13 6NW

High-resolution scans can be emailed instead of posting originals. Please send these to Jayne Unwin at jayne.unwin@threecounties.co.uk

1 x A3 plan of garden. Does not need to be to scale, but best if it can be. Best done by a teacher or capable older pupil.

1 x A3 artistic impression of the garden. Can be in any medium and should give an impression of what the garden would look like, when looking at it from the front. This is best done by one of the participating pupils.

Sponsor's Details – A maximum of three can be credited in publicity material and on your garden sign

To Be Submitted by 16th^h February 2024

Sponsor's Name	
Contact Name	
Sponsor's Address	
Email	

Sponsor's Name	
Contact Name	
Sponsor's Address	
Email	

Sponsor's Name	
Contact Name	
Sponsor's Address	
Email	

Each school will be provided with 8 complimentary tickets to divide up between their sponsors, as they see fit.

Tickets will be usable on any one day of the show and have a face value of approx. £40 each.