

FOSSIL FREE SCHOOLS

A TOOLKIT FOR ACTION

This toolkit outlines a number of simple and fun ways how you can take action and mobilise others to engage with the [Fossil Free State Sector](#) campaign. With your help we can build our collective power in the eyes of decision-makers. These actions don't require vast amounts of resources, and with a little planning, you and your community can make a big impact.

Contents

[About the Fossil Free State Sector](#)

[How can you support our campaign calling for 100% renewable energy for all schools in Aotearoa?](#)

[Send a postcard to the key Ministers in government](#)

[Share your postcard on social media](#)

[Collect physical petition signatures](#)

[Write to the key Ministers in government](#)

[How to make a banner & take a photo](#)

[Materials:](#)

About the Fossil Free State Sector

We're a coalition of organisations from across Aotearoa working together to achieve a fossil free state sector – one that is powered by renewable energy sources and not the fossil fuels that are radically altering our climate with devastating consequences.

Collectively we represent thousands of people across Aotearoa united by our vision for a clean-powered, equitable and just future for all. Fossil fuels have no place in the boilers that warm our schools, hospitals, prisons and other public institutions.

Together we are building public support and the social license for our government to prioritise state sector decarbonisation to lower our overall carbon emissions, improve the quality of the air we breathe and send a clear message that the days of burning dirty fossil fuels like coal are over.

We are working to achieve:

- An immediate ban on all new fossil fuel boilers in state sector buildings.
- A commitment to transition all existing fossil fuel boilers to renewably sourced power by 2025, and additional budget allocation to support the transition.
- The release of clear steps on the application process for grants from the Clean Powered State Sector Fund to make it accessible for all state sector institutions to apply to the fund.
- The publication a list of all state sector institutions, including local authorities, still burning fossil fuels for heat.

How can you support our campaign calling for 100% renewable energy for all schools in Aotearoa?

We believe that in order to have our government commit to decarbonise our state sector, in particular fund all schools in Aotearoa to transition away from coal, oil, gas, and diesel to 100% renewable energy, we need people from across Aotearoa to speak up, take action, and keep the pressure on.

In this toolkit we have listed a number of ways with which you can support this campaign. Your individual actions are important and will help us win this campaign. We want to encourage you to think about your personal reach too and the many opportunities you have to inspire others to take action. Whether it is your offline or online community, motivate others to send postcards, letters or make banners with you and share with their circles too.

Send a postcard to the key Ministers in government

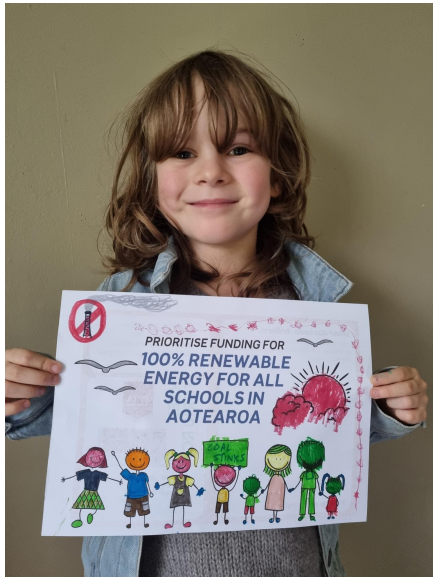
1. Open [this folder](#) to select which postcard you would like to print and send. The folders include ready to send postcards or colour in postcards. Choose your preferred format pdf or png.

2. Print your card double sided - you can print multiple copies to share with friends, family, schools, work etc.
3. Colour in the front, write your message on the back (why you want to see 100% renewable energy in all schools) and pop in a post box! Postcards already have a prepaid mailing address included.

Share your postcard on social media

1. Take a photo of yourself or your family and friends with the postcard or a photo of the card with a plain background.
2. Upload it to your preferred social media using the hashtags below - don't forget to share why you want to see 100% renewable energy in all schools!
#RenewableEnergy4Schools #FossilFreeSchools

Example of a share with text below:



I want to see 100% renewable energy for ALL schools in Aotearoa! Sign this petition to call on our government to fund a fast transition to clean energy.

<https://act.350.org/sign/fossil-free-schools/>

#RenewableEnergy4Schools #FossilFreeSchools

Collect physical petition signatures

1. Download our [blank paper copy](#) of the petition here to print out and collect signatures from your friends, family, schools, work colleagues etc.
2. Scan the signed forms and send them back to us at fossilfreeschools@350.org.nz for us to upload!
 - a. If you don't have a scanner at home and have an iPhone you can open the *Notes* App -> push the bottom right symbol to open a new note -> push the camera symbol in the bottom row -> select *scan documents* -> position the petition in view in good lighting -> take a photo -> drag the circles into the edges of the document -> select *keep scan* -> repeat for all petition pages -> select *save* -> send the document via the *Mail* App
 - b. If you have no scanner accessible to you and no iPhone you can send us good quality photos

Write to the key Ministers in government

Download this [document](#) which has the email and postal addresses of the key Ministers in this campaign including the four Ministers responsible for the final decisions on Budget 22.

The basic steps to write the letter include:

Address your message:

Address your message to the Prime Minister or Ministers that we selected in the document linked above.

We selected these Ministers as they are the ones who are most influential for Budget decisions.

Include an address that the Ministers can respond to:

Writing letters is all about engaging in dialogue. Ideally include a return address or email that Ministers can reply to with its response to your letter.

Craft an impactful, engaging message:

Tips to help you write a powerful message:

- Make it personal
- Ensure the tone is polite and respectful - we want to engage constructively with Ministers, your message is more likely to be passed on if it is respectful
- Emphasise the key messages - there are some key principles that guide this campaign that you can refer to, they are included below
- Make it fun and creative
- Decorate it however you like!

Key messages

1. Every child in Aotearoa deserves to breathe clean air when they go to school.
2. The Government's needs to allocate enough money to allow all schools in Aotearoa to ditch dirty energy fuels and to transition to renewable energy by 2025
3. We demand 100% renewable energy for all schools in Aotearoa

Send your message:

Most importantly send your emails and letters!

[How to make a banner & take a photo](#)

Materials:

- Large piece of fabric. This can be on an old sheet, or a piece of material you choose.
- Paintbrushes. It's useful to have bigger ones to fill in the letters, and smaller ones to make neat edges.
- Paint. Choose bright, bold colours that will stand out against the fabric. You can use craft paint but house paint also works well. Make sure it won't wash off in the rain.
- A fun playlist to listen to while you paint!

Making your banner:

1. Choose your message. Here are some ideas

"100% renewable energy for all schools in Aotearoa"

"Fossil Free Schools" "

2. Layout your fabric in a space large enough that it isn't bunched up anywhere.
3. You should also put something you don't mind getting paint on under the fabric as when you start painting the paint is likely to leak through for example, old cardboard, newspaper, etc...
4. Next, plan the layout of the letters by outlining them roughly in pencil. Make the letters as big as possible and as close in size as possible. It's usually easiest to use uppercase letters.
5. After you lay out the letters in pencil, you should begin painting over where the pencil letters are.
6. Let the paint dry fully before lifting it up and using for your action or photo opportunity.



Taking a photo:

Planning a group photo of everyone with all your signs, art, and visuals can often capture the strongest image of the demonstration for your own photos and sometimes for media as well.

1. **EQUIPMENT:** You don't need a fancy camera to take a photo - most phone cameras are great too! If available, pack spare batteries, battery packs for smartphones.
2. **LOCATION:** Where is the best backdrop? If you're at school it might be in a big open area like a court or a field, or it could be in your school hall. Think about how you'll include everyone - does the photographer need to be standing far back, or standing on a height to include everyone? If you have a big set of stairs, all of the people in the photo could be on the stairs, and the photographer could stand at the bottom and take the photo facing up. Is there a sign for the politicians' offices or a recognisable building or feature that will explain where you are and help tell the story?
3. **FRAMING:** Make sure your photo is tight and centred on the group of people you are taking a photo of. Don't leave lots of empty space around the sides, unless it's an important backdrop. Take a landscape and a portrait photo. Ask tall people step back,

less tall people step forward, and position readable key banner/s or sign/s so they are visible. Make sure there are enough people holding your banners so that it's held straight and tight so the message can be read.

4. LIGHT: If the sun is out, having it in front of the group or to the side rather than back lit (in shadow) helps. If it's dusk or dark, look for street lights or other sources of light -- again ideally coming in front.
5. PHOTOS: Take as many as you can, so you have lots of photos to choose from. Try different angles, distances, group positions, etc. Don't let anyone leave before you get that group photo!
6. PERFORM AN ACTION: Ask everyone to perform the same action when the photo is taken! You could try arranging your arms in the Fossil Free cross, lifting up a fist in resistance, or waving signs in the air. Try all three actions and take three group photos.
7. PUT YOUR STRONGEST PHOTOS ONLINE EVERYWHERE: Post your photos on your Facebook, Twitter and Instagram – make sure you use the hashtags #RenewableEnergy4Schools #FossilFreeSchools
8. Send your photos to us at 3fossilfreeschools@350.org.nz