

Clean Up Australia School Activity Form

1. Thank you for helping keep our community clean and tidy.

This Clean Up Australia – School Activity Form is to notify Maitland City Council (Council) of your school's intention to register with Clean Up Australia Limited (Clean Up Australia) and run a Clean Up Australia activity within the Maitland Local Government Area on Council land and not on school premises (Your Clean Up Australia Activity).

2. Please complete the following:

Name of school:		
Number of participants (= participating school students + school staff, including Site Supervisor):		
Registered Site Supervisor name:		
Registered Site Supervisor phone:		
Registered Site Supervisor email:		
Location/site details:		
Time and date of event:		
Attached intended plan for disposal of rubbish collected:	YES	NO
Attached copy of school's Public Liability insurance certificate of currency	YES	NO
Attached copy of personal accident cover (if applicable)	YES	NO

3. By participating in Your Clean Up Australia Activity, the School acknowledges and agrees that the following terms and conditions apply:

- a) Your Clean Up Australia Activity must be registered with Clean Up Australia (see <https://register.cleanup.org.au/terms-and-conditions>),
- b) your Clean Up Australia Activity must be organised, managed and supervised by the School,
- c) your Clean Up Australia Activity must have an appropriate staff member as Registered Site Supervisor provided by the School (Site Supervisor),
- d) the Site Supervisor must acknowledge they have read and understood the requirements of the Clean Up Site Guide, available on the Clean Up Australia website (see <https://irp.cdn-website.com/ed061800/files/uploaded/2024%20Clean%20Up%20Aust%20Site%20Guide.pdf>),
- e) you are responsible for and must supervise all children and Participants at all times,
- f) you must keep appropriate records about Participants, including, but not limited to, names and emergency contacts,
- g) Clean Up Australia provides public liability insurance for registered events which protects organisers if someone else's property is damaged or another person (non-participant) is injured, however personal accident/injury cover is not provided by Clean Up Australia,

- h) Council supports non-exclusive use of and access to the location/site of Your Clean Up Australia Activity but does not provide insurance, including personal accident or workers' compensation insurance, for Participants or Site Supervisors in relation to Your Clean Up Australia Activity, or at all,
- i) you must act safely while on Council land and to adhere to all safety recommendations made by Clean Up Australia including (but not limited to) the safety recommendations on the Clean Up Australia website under the heading 'Safety': <https://www.cleanup.org.au/safety> and will comply with the Terms and Conditions set out there and here,
- j) you must promptly report in writing to Council sharps or hazardous waste and any other identified hazards observed or found before, during or after Your Clean Up Australia Activity by any Participant or Site Supervisor,
- k) you must promptly notify Council if any incident involving injury to a person or damage to property occurs,
- l) you have read, understood and accept the Risk Warning, available on the Clean Up Australia website: <https://d31uid3ne96c53.cloudfront.net/b9f64ae21c308a59a169c0fc58cef2.pdf> ,
- m) you take part at your own risk and acknowledge and agree it is your responsibility to conduct a site specific or activity specific risk assessment (or similar),
- n) Council will not be liable for, and the school will indemnify Council in connection with, any injury sustained by or loss or damage to property owned by, or in the possession of, a Participant, School Staff or Site Supervisor or any other person, or for any act or omission, negligence or fault of any person participating in Your Clean Up Activity,
- o) you have read and understood this Clean Up Australia – School Activity Form and have been given the opportunity to ask Council questions,
- p) you have made each Participant and Site Supervisor aware of the requirements of this Clean Up Australia – School Activity Form, so far as the requirements apply to them, and they agree to participate in the Clean Up Activity on this basis, and
- q) Council collects and will hold personal information of each Site Supervisor to process this Clean Up Australia – School Activity Form. Personal information of each Site Supervisor will only be used by Council staff and approved contractors involved in processing this Clean Up Australia – School Activity Form and it will be securely stored for record keeping purposes. Providing personal information is voluntary but without it we will not be able to process this Clean Up Australia – School Activity Form. You can contact us at any time to access or correct your personal information. For more information, please read our Privacy Management Plan or contact us.

4. Upon receipt of this form, Council will review and assess all the documents and information you have provided and may contact you for further details, if necessary.
5. Upon satisfactory completion and assessment of the above, Council will provide a letter to the School granting permission for Your Clean Up Australia Activity to proceed on Council land.
6. Council may immediately withdraw its permission at any time for any reason in its absolute discretion and it will notify the School promptly if its permission is withdrawn.

Site Supervisor name:	
Position:	
School:	
Phone:	
Email:	