

ResourceSmart Schools Online

Release Notes November 2022

Star certification

Star certification is automated. The actions for each star define what is required to prompt the automatic certification.

Star 1 – Awakening

1.1. Twelve months of bills and baseline set (*System Automated*)

We have entered bills for a minimum of 12 months to set baseline and all bills are up to date including the Biodiversity Habitat Quality Assessment Score (HQAS).

- Baseline must be set for Electricity, Water and Landfill.
- HQAS must be entered for every year that there is a bill.
- An open account in Gas/LPG, Solar, Recycling or Paper, must be up to date and no suspect or missing entries.

1.2. Core Module is certified (*System Automated*)

We have completed the Core module and it is certified.

1.3. Annual school data up to date (*System Automated*)

Our annual school data is up to date for every year active in the ResourceSmart Schools program.

- Annual data entered for every year that there is a bill.

Star 2 – Discovering

2.1 Twelve additional months of bills and baseline set (*System Automated*)

We have entered bills for a minimum of 12 months to set baseline. An additional 12 months of bills have been entered. All bills are up to date including the biodiversity Habitat Quality Assessment Score (HQAS).

- Baseline must be set for electricity, water and landfill.
- An additional 12 months of bills entered.
- HQAS entered for every year that there is a bill.
- An open account in gas/LPG, solar, recycling or paper, must be up to date and no suspect or missing entries.

2.2 Maintained annual actions within modules (*System Automated*)

We have maintained the following annual actions for any certified module:

- Core A1.1 – Memorandum of Understanding (document upload or comment),
- Energy, Water, Waste or Biodiversity A2.1 – Action Plans (document upload or comment).

2.3 Core and one resource module certified (*System Automated*)

We have our Core module and one resource module currently certified.

2.4 Annual school data up to date (*System Automated*)

Our school data is up to date for every year active in ResourceSmart Schools.

- Annual data entered for every year that there is a bill.

2.5 Decrease in resource use or increase in HQAS (*System Automated*)

- If Water, Waste or Energy module submitted: demonstrated a decrease in resource use since baseline period OR at or below the benchmark.
- If Biodiversity module submitted: demonstrated an increase in Habitat Quality Assessment Score since baseline period.

Star 3 – Transforming

3.1 Twelve additional months of bills and baseline set (*System Automated*)

We have entered bills for a minimum of 12 months to set baseline. An additional 12 months of bills have been entered. All bills are up to date including the biodiversity Habitat Quality Assessment Score (HQAS).

- Baseline must be set for electricity, water and landfill.
- An additional 12 months of bills entered.
- HQAS must be entered for every year that there is a bill.
- An open account in gas/LPG, solar, recycling or paper, must be up to date and no suspect or missing entries.

3.2 Maintained annual actions within modules (*System Automated*)

We have maintained the following annual actions for any certified module:

- Core Action 1.1 – Memorandum of Understanding (document upload or comment),
- Energy, Water, Waste or Biodiversity A2.1 – Action Plans (document upload or comment).

3.3 Core and two resource modules certified (*System Automated*)

We have our Core module and two resource modules currently certified.

3.4 School annual data up to date (*System Automated*)

- Annual data entered for every year that there is a bill.

3.5 Decrease in usage or increase in HQAS (*System Automated*)

- If Water, Waste or Energy module submitted: demonstrated a decrease in resource use since baseline period OR at or below the benchmark.
- If Biodiversity module submitted: demonstrated an increase in Habitat Quality Assessment Score since baseline period.

Star 4 – Sustaining

4.1 Twelve months of bills and baselines set (*System Automated*)

- Baseline must be set for electricity, water and landfill.
- An additional 12 months of bills entered.
- HQAS must be entered for every year that there is a bill.
- An open account in gas/LPG, solar, recycling or paper, must be up to date and no suspect or missing entries.

4.2 Annual module actions have been updated (*System Automated*)

For certified modules:

- Core Action 1.1 – Memorandum of Understanding (document upload or comment).
- Energy, Water, Waste or Biodiversity A2.1 – Action Plans (document upload or comment).

4.3 Core module AND 3 resource modules certified (*System Automated*)

4.4 School data up to date (*System Automated*)

- Annual data entered for every year that there is a bill.

4.5 Decrease in usage or increase in HQAS (*System Automated*)

- If water, waste or energy module submitted: demonstrated a decrease in resource use since baseline period OR at or below the benchmark.
- If biodiversity module submitted: demonstrated an increase in Habitat Quality Assessment Score since baseline period.

Star 5 – Leadership

5.1 Twelve months of bills and baselines set (*System Automated*)

- Baseline must be set for electricity, water and landfill.
- An additional 12 months of bills entered.
- HQAS must be entered for every year that there is a bill.
- An open account in gas/LPG, solar, recycling or paper, must be up to date and no suspect or missing entries.

5.2 Maintained annual module actions (*System Automated*)

- Core Action 1.1 – Memorandum of Understanding.
- Energy, Water, Waste and Biodiversity A2.1 – Action Plans

5.3 All modules certified (*System Automated*)

5.4 School annual data up to date (*System Automated*)

- Annual data entered for every year that there is a bill.

5.5 Resources below benchmark and increase in HQAS (*System Automated*)

- At or below benchmark for energy, water and waste.
- Increase HQAS since baseline year.

5.6 A 5 Star School visit (*Manually completed by SV*)

- Sustainability Victoria visit completed.

5.7 Leadership in ResourceSmart Schools (*Manually completed by SV*)

- School story for each module.
- Examples of student, staff and/or parent leadership.
- Actively mentoring other schools.
- Engaging with the broader community engagement.
- Reporting results regularly to the school.

Dashboard

- Savings match details on the bills page.

Billing

Solar data entry calculates total usage or monthly based on data entered.

- First bill entry will activate all missing bills required for a new billing account calculated on start date and billing period.

Documents

- File name can be changed and file remains accessible.
- The original file name will remain at the bottom of the document tile.
- The new name will be displayed at the top of the tile.

Modules

- Previous certified modules cannot have documents added. Attachments can still be downloaded.
- When 'complete' button is clicked on module action, navigation remains on that page.