



## Planting Herbs in School Scheme 2014 /15 Implementation Procedures

1. **Herbs** : *Mentha spicata*, *Ruta graveolens* and *Rosemarinus officinalis*.
2. **Talks** : (a) LCSD will organize talks on growing of the herbs to participating schools  
(b) Each participating school may nominate **One** teacher or staff to attend. Information leaflets will also be distributed during the talks. Details of the talks will be informed later.
3. **Delivery of Herbs** : (a) LCSD will deliver the herbs (about 10-15 nos.) to schools (This Department reserves the right to decide on the number of herbs to be distributed to each school at its discretion depending on the numbers of schools applying for the scheme).  
(b) The herbs should be planted in schools only.
4. **Fringe Activities** : Participating schools may organize intra-school growing activities for their students. e.g. planting the herbs in the flower bed at school.
5. **Completion of Project** : All activities must be completed before **31 March 2015**.
6. **Photo Album Record Book** (a) Participating school should maintain a Photo Album Record Book containing photographs with descriptions to record the growing situation. The record book should be submitted to LCSD on or before **31 March 2015**.  
(b) The following caption should be printed on the front cover of the photo album record book –

**Leisure and Cultural Services Department**  
**Planting Herbs in School Scheme 2014/ 15**  
**(Name of School) Photo Album Record Book**

- (c) LCSD reserves the rights to display the photo album record books or their contents or upload them onto the LCSD web site for public viewing.