

Hundred Hives Pre-Application Checklist

Please ensure you have completed this checklist before submitting your Hundred Hives Application.

Task	Details & Guidance
1. Leadership & Stakeholder Approval	Have you discussed the programme with school leadership, owners, and community developers (if applicable)?
2. Identify Apiary Location	Have you identified 2 or more potentially suitable locations on campus with shade, fencing potential, and safe distance from AC units and footpaths?
3. Allocate Budget	Have you allocated or plan to allocate a budget for the construction of the apiary and plan for expansion training for staff and students?
4. Designate Staff	Have you identified 2 - 3 staff to become certified beekeepers and support the programme? Do you have a plan for how this role can be built into staff responsibilities (this could include time allocation and remuneration for a role with growing responsibilities)
5. Facilities & Pesticide Coordination	Have you discussed the programme with outsourced gardeners / facilities management teams and reviewed pesticide use?
6. Curriculum Planning	Have you created a basic outline of how beekeeping will be integrated into curriculum, clubs, or wellbeing initiatives?
7. Out of hours planning	Do you have a procedure in place which would allow the Terra team to access the apiary out-of-hours school hours, in case of emergency.
8. Medical & Safety Readiness	Do you have, or plan to have, a school nurse available during the school day when hive inspection workshops take place? Would the school nurse have EpiPens on site?
9. Storage & Equipment Prep	Have you identified secure storage space for beekeeping suits and equipment?
10. Wi-Fi & Technology	Is there Wi-Fi coverage in the proposed apiary areas in preparation for smart hives (by end of 2026)?
11. Risk Assessment	Have you informed your insurance provider of your plans to bring hives to the school?
12. Hundred Hives School Plan	Have you completed the Hundred Hives School Plan?

All applications can expect a response within 10 working days. The Terra team be in touch by email to either request more information or arrange a school visit.