Activity 3 - Writing your Energy Policy

Energy Management Process

1. See www.eco-schools.org.uk for guidance

2. Activity One: Set Up your Energy Team

3. Activity Two: Review the Matrix

4. Activity Three: Write Your Energy Policy

5. Activity Four: Start Monitoring and Targeting

6. Activity Five: Write Your Action Plan

7. Implement your Action Plan

8. Behaviour Change and Curriculum Work

9. Review and Report Progress

Key:
- Council Input
- School Input

- Automatic Meter Readers installed as policy, data available via Systems Link
- Devised from results of survey.
- Input via Loans and Grants and Planned Maintenance

Support available for a limited number of schools via Resource Futures

Training available via Energy Manager and Schools Energy Officer

On-going support from Resource Futures throughout 2013-14

Communication to Parents and all building users. Advice available
Your energy policy summarises and communicates your energy management system. You can write it as you go through the steps.

“An energy policy is a written document stating the way the school will use energy and what targets it hopes to achieve. It should show how it intends to go about meeting such targets, state how it will involve pupils, what it expects of teaching and support staff and plan for how it will continue improving energy efficiency and reducing carbon emissions in the future.”

Carbon Trust – Whole School Approach

A good energy policy:

- Makes a statement of commitment
- Specifies clear and achievable objectives and targets for energy consumption
- Identifies responsibilities and resources
- Provides an action plan
- States the mechanisms to implement the action plan
- Commits to a review process
Energy Management Policy

1. Statement of Commitment
This school is reducing its carbon emissions, and impacts on the environment in order to protect our world for our pupils, create a comfortable learning environment and equip our pupils with knowledge and skills for their future.

2. Objectives
The overall aim of our energy management system is to reduce energy wastage, improve working conditions, enable us to use more of our funds for education, minimise environmental damage, reduce our dependence on fossil fuels and help raise awareness of sustainable energy issues.

We Will:
- Review this policy on a regular basis
- Reduce our energy use by 5% each year
- Integrate this work with curriculum activities
- Communicate this work to all building users
- 5. Provide training on energy management for our staff and pupils where needed

3. Roles and Responsibilities
Our Energy Team is made up of:
- Our Head Teacher
- Our Bursar
- Our Caretaker
- Our Class Reps
- Our Governor

The Energy Team will carry out the action plan and ensure resources are made available.

Our energy team will monitor our energy use and feedback to the rest of the school in assembly once a month/term.

[include actual names and specifics for what you would like to do at you school]

4. Our Action Plan
[add this in once you have written it – it should be drawn from your energy survey. See Activity 5 for guidance]