

SEATON PRIMARY SCHOOL

ENERGY POLICY

ENERGY MANAGER: Alan Simpson

OVERSEEING GROUP (Energy Unit)

Name of Headteacher, Alan Simpson

Name of Caretaker, Brian Craig

Staff Rep : As available

GOVERNING BODY REP, Chair of Premises Committee
(D Kelf, 2004)

RESPONSIBLE FOR IMPLEMENTATION:

All School Staff

Pupils

DATE OF POLICY: 10/11/03

REVIEW DATES : Annually

PURPOSE OF THE POLICY:

To ensure all staff, pupils and Governors are committed to:

- Assisting in the national effort to reduce emissions through conservation of energy
- Maximising efficient use of school energy resources
- To give pupils the skills and knowledge to become energy efficient

OBJECTIVES OF THE POLICY:

- To formulate systems to monitor energy consumption
- To identify potential energy saving projects and produce an Action Plan
- To involve the whole school in energy conservation

IMPLEMENTATION OF THE POLICY:

- Pupils **will** receive information to assist them in becoming energy efficient **within the next 6 months. This will be ongoing practice.**
- Meter Readings of **Electricity, Gas and Water** will be taken **monthly** and recorded to monitor consumption.
- Benchmarking of Energy information produced by the Authority will be used to identify areas of excessive energy consumption and where necessary advice will be sought from the Energy Unit to ascertain possible methods of reduction.
- An energy survey **will be carried out** by the Energy Unit to advise on possible methods of reducing energy consumption.

- The following Good Housekeeping measures have been introduced:
 - Switching off lights and equipment when not in use (appropriate signs are displayed to remind staff and pupils)
 - Closing external doors and windows
 - Checking and where necessary changing thermostat settings and/or number of radiators switched on to alter individual room temperatures
 - Saving water by careful use
 - Windows are cleaned periodically
 - Light covers are cleaned periodically
 - A Good Housekeeping (Waste Management) checklist will be completed
- A 3 year Energy Plan has been formulated to include the following:
 - short term payback measures
 - assess monitoring data against previous years and check against set targets
 - set the percentage of savings to be used for further investment in the schools energy conservation.
 - Overseeing group to present progress report to Governors and Parents through the Annual Report.
 - Annual review of Policy

TARGETS

To reduce the School's energy and water consumption by 5% over 3 years (Baseline 2004/5).

To implement renewable energy projects where possible.

To ensure that all pupils and staff have the knowledge and skills to put energy conservation into practice both in and out of school.

REVIEW

Progress will be reviewed on an annual basis by the Energy Unit and feedback provided to staff and pupils.