



CLIMATE ACTION PLAN for St.Mary's CofE Primary School DATE: September 2025 NEXT REVIEW: September 2026

Instructions: This is a template for you to adapt for your school. These are just ideas - you don't need to do them all! Pick the ones that are most appropriate and that work for your school and delete the rest. If you have a Climate Action Group then different members of the group can be responsible for some of the activities. This plan will help you satisfy the DfE requirement for your school to have a Sustainability Lead and a Climate Action Plan by 2025.

	Action	Who?	By when	Comments
Sustainability Fundamentals	Start your sustainability journey			
	Decide who will be the school's Sustainability Lead	Sarah Brown	1.9.25	Also leads Eco Crew.
	Sign your school up to the Let's Go Zero campaign for free advice and guidance on creating your Climate Action Plan.	School Sustainability Lead	22.9.25	Complete. Launch assembly to be held later in the year once Eco Crew priorities are established for the year.
Decarbonisation	Energy & Buildings			
Emma can you check a couple and delete if necessary?	Appoint pupil energy monitors in the classroom. Visit Energy Sparks for suggested tasks.	School Sustainability Lead	23.9.25	Visit Energy Sparks Energy Saving Actions page for more ideas.
	Monitor energy use on a regular basis by logging onto your school Energy Sparks account or via the ESOS portal .	Office Manager	Monthly	Via Energy Sparks
	Review the recommendations on your Display Energy Certificate (DEC) displayed in your building/s	Office Manager	29.09.25	No action needed at this time
	Check all energy meters are "Smart" and arrange for meters to be changed where necessary.	Office Manager	29.09.25	Contact the Central team for advice.



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	Switch off campaign. Discuss at staff meetings and get pupils involved. Monitor before and after using Energy Sparks data. Could use Switch-Off Fortnight	School Sustainability Lead	At the end of each term, led by Eco crew.	Already in place, led by Eco Crew. Layer Up, Power Down days.
	Create switch off checklists for end of day/week/term Create list of things to be turned off in classrooms, offices, particularly at end of term Lights, printers, fridges etc	School Sustainability Lead	Eco Crew	There are switch off checklists from Energy Sparks here , including an editable version ('download resources on the RHS of the page).
	Implement a power-down strategy for electric devices, e.g. sleep settings on computers and projectors and air conditioning/electrical heating units.	Office Manager / IT	29.09.25	Support ticket raised. IT department about IT shutdown overnight and at weekends.
	Check that your building/s management and heating systems are running efficiently and correctly.	Office Manager	29.09.25	Services booked and timers checked.
	Carry out a programme of lamp replacement until all are LED, install motion sensors where feasible and where these would be effective.	Office Manager	29.09.25	Completed
	Organise energy saving campaigns such as: - Keep doors and windows closed when the heating is on - Open blinds and switch off lights when daylight levels allow it	School Sustainability Lead	Eco Crew	Visit Energy Sparks Energy Saving Actions page for more ideas.
	Ensure that thermostats are not set above recommended 18°C degrees.	Office Manager / Caretaker	Term 2	Caretaker to check prior to switch on.



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	Supply portable heaters for staff working during holidays to allow main heating to be switched off or reduced.	Office Manager	On going	Available on request. Heating turned off before every holiday.
Decarbonisation	Transport			
	Join in with "Walk to School Week"	Sustainability Lead	23rd-29th May 2026	https://www.livingstreets.org.uk/walk-to-school/primary-schools/walk-to-school-week/
Decarbonisation	Food			
	Dispose of food waste in designated bins in the kitchen/dining room/staff room.	Site Manager Office Manager	Underway	Should be dealt with already in catering kitchens but might be needed elsewhere, eg staffroom
	Encourage pupils and their families to join in with Food Waste Action Week	Sustainability Lead	TBC	https://www.wrap.ngo/take-action/love-food-hate-waste/food-waste-action-week
Decarbonisation	Procurement			
	Ensure that school purchases align with sustainability criteria (eco friendly products, including electrical goods)	Office Manager	29.09.25	For future purchase we will seek advice on electrical goods contact dharding@msnpartnership.com
	Use greener cleaning products where possible	Office Manager	29.09.25	Review when placing termly cleaning orders.
	"Round up" unused supplies such as pens, highlighters to restock the school stationery cupboard.	Office Manager	24.10.25	Email to be sent asking all teachers/TA's to return any surplus items.
	Sign up to Furniture/Equipment sites such as		29.09.25	Collecteco - https://collecteco.co.uk/



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	Collecteco, or local recycling groups to source useful items that would otherwise go to landfill.	Office Manager		Use/d when required.
Decarbonisation	Waste			
	Task your "Green Club" to lead waste reduction initiatives	Sustainability Lead	December 2025	
	Reduce single use plastics and encourage reusable materials. Replace plastic cutlery with reusable cutlery.	Sustainability Lead	Complete	
	Implement recycling and composting schemes.	Office Manager	Ongoing	Low quantity of recycling produced. BANES recycle food waste, plastic & cans.
	Host events such as "Repair Shops" or "Uniform/Equipment Swapping" events through your PTAs or through external groups.	Sustainability Lead	Ongoing	Repair Shops - https://therestartproject.org/about/ https://menssheds.org.uk/ Donation Football Boots - https://charityboots.org Uniform swapping - https://www.climateeducation.co.uk/2024/09/02/how-to-set-up-a-school-uniform-swap-shop/
	Contact suppliers to see if they offer recycling of their used items.	Sustainability Lead	29.09.25	On going - Board marker recycling - partner with local company, Tom's Studio - hello@tomsstudio.co.uk who collect used plastic pens and markers and recycle them into new pens.
Adaptation and resilience	Water			



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	Run a campaign within your school. This could include posters or newsletters about conserving and not wasting water. Water Saving Week 2025 - 12-16th May	Sustainability Lead	May 2026	https://waterwise.org.uk/campaign/water-saving-week/
	Join in with Water Week	Sustainability Lead	May 2026	https://jointhepod.org/campaigns/water-week24
	Install a water butt to capture rainwater for school plants.	Site Manager	Complete	https://www.savewatersavemoney.co.uk/
Biodiversity	Nature			
	Enrol with The Nature Park for nature-based learning to support the curriculum	Sustainability Lead	December 2025	https://www.educationnaturepark.org.uk/
	Create a gardening club	Headteacher	Weekly	
	Allocate and create a wildlife area with insect-friendly habitats	Sustainability Lead	Complete	https://www.rewildingbritain.org.uk/
	Make and/or Install "insect hotels", bird nesting boxes, hedgehog boxes and solitary bee boxes.	Sustainability Lead	Easter 2026	
	Pupils to carry out wildlife surveys and habitat mapping in the school grounds. Join in the RSPB annual Big Bird Watch.	Sustainability Lead	Easter 2026	Big Bird Watch - https://www.rspb.org.uk/whats-happening/big-bird-watch/info
	Encourage pupils to grow plants and get involved in their maintenance and harvesting.	Gardening Club	Weekly	https://www.rhs.org.uk/education-learning/school-gardening



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Climate (green skills and careers)	Culture			
	Involve your school in Climate Action Countdown week - see links for Resources	Sustainability Lead	23-27th June 2025	Primary & Secondary Resources 📌 Climate Action Lead - Shared Resources
	Join the UK Schools Sustainability Network Operations Group - UKSSN - to network with other schools to improve sustainability.	Sustainability Lead	December 2025	https://ops.ukssn.org/
	Become an Eco-School.	Sustainability Lead	Summer 2026	https://www.eco-schools.org.uk/about/what-is-eco-schools/
	Monitor your impact - Establish a baseline and then collect data to demonstrate the impact you are having, and use this to tailor future strategies.	Sustainability Lead	October 2025	