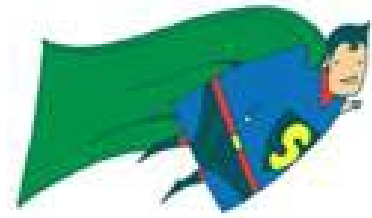




## Energy Action Plan

### Step 3: Action Plan

***Aim: the action plan aims to identify goals and provide a structured timetable for the reduction of the environmental impacts identified in the review.***



The action plan is the core of the Green-Schools Programme. It is a timetabled series of specific goals for improvement over a fixed time scale. Quantifiable targets should be set where possible e.g. a 20% reduction in energy consumption over 8 months. The action plan should always be developed from the results of the environmental review.

The action plan, if possible should be linked to curriculum work and have realistic and achievable targets. These goals should be specific and quantifiable where possible with proposed completion dates that will show real success. Success increases confidence and builds enthusiasm for setting subsequent targets.

**Do not be tempted to be too ambitious at first as failure is very demotivating.**

It is crucial you work out how you will monitor and measure your progress and this should be integrated into your action plan. Try to involve all the committee members in the development of the action plan, and as much of the school as possible in its implementation.

***TOP TIP: The action plan is not a review of the work that has already been carried out, but a list of future targets and goals of your programme and a detailed description of the actions to be implemented (and by whom) within specific time frames in order to achieve those goals and targets.***

In summary, your action plan should:

- Be developed from the results of your review.
- Contain realistic and quantifiable goals and targets with timeframes, where possible. These goals should be displayed at the top of the action plan.
- Be in table format (as below), identifying action, person or group responsible, and the timeframe for completion.
- Be displayed on your Green-Schools notice board.
- Include actions related to your current Energy Theme but also actions that address the maintenance of your previous themes for which you have been awarded Green-Flags: Litter and Waste



## Sample Energy Action Plan

Action	Person/Group Responsible	Timeframe	Progress Made
Establish the Green-Schools Committee	Mrs. Murphy	By the middle of September	Achieved
Read electricity meter daily and formulate weekly and monthly graphs on electricity Consumption.	Green-Schools Committee	Ongoing	
Organise a “Switch it off” campaign, with posters in both Irish and English in every classroom to remind students and teachers to switch off lights when leaving room or when not needed, and to switch off appliances when not in use.	All Classes	September 2010	Achieved
Hold an energy quiz to find out levels of awareness	All Classes	September 2010	Achieved
Form an “Energy squad” (with volunteers from each class – not committee members) to ensure “switch it off” campaign is being fully implemented – Classes to be checked daily.	All Classes	Ongoing	Continuous
Conduct a Lighting Audit	All Classes	September 2010	Achieved



Conduct an Appliance Audit	All Classes	September 2010	
Display Environmental Review findings on Notice Board	Art Class	September 2010	Achieved
Inform parents of aims for the Green-School programme and encourage energy conservation at home – School Newsletter.	Principal	September 2010	Ongoing
Create posters to increase awareness of energy conservation	Art class	October 2010	Achieved
Hold a clean-up to maintain Litter and Waste work	All Classes		
Create energy-themed Halloween costumes from recycled materials	All Classes	October 2010	Achieved
Organise a “Low Energy Day” for November 21st for whole school participation and awareness-raising. Inform the school of plans over intercom, school assemblies, and posters in classrooms and on the Green-Schools notice board.	Principal	November 2010	
Write energy-saving tips to be included in parish newsletter	1 <sup>st</sup> class	December 2010	



Register for National Spring Clean	Ms. Murphy	March 2011	
Redo the Energy Quiz from last year to see if awareness has increased	All Classes	September 2011	Achieved
Research renewable energy sources	4 <sup>th</sup> and 5 <sup>th</sup> Class	October 2011	
Fill in and submit Application Form for Green Flag	Green-Schools Committee	November 2011	
Organise a visit to a local wind farm	Mr. Walshe	December 2011	
Hold an open day in the school to display all energy projects	All Classes	January 2011	

**TOP TIP! Remember to display your Action Plan on your Notice Board so that the whole school community is aware of the programme and can see how much has been achieved!**