

Eco-Schools Example Action Plan - Notes

This is a good example of what an Action Plan should look like.

Submitting Your Application Online

When submitting evidence through the Online Application System, you will submit your Action Plan at two stages:

- near the beginning of your Green Flag Journey to receive feedback, and
- at the end of your Green Flag Journey when submitting your final application.

We do not expect the Evaluation column to be completed until you submit your final application.

Interim Application Process (PowerPoint Template)

When submitting evidence through the Interim Application, your Action Plan should have all columns completed.

Eco-Schools Action Plan

SCHOOL NAME: Example Primary School

Eco-Schools Topic: Litter

Date Range of this Plan: Oct 2016 to Oct 2018

Your school's Sustainable Development Goal: Goal 12 - Responsible Production and Consumption

Our overall aim for this Topic and Goal:

To reduce the amount of litter in our playground and surrounding community.

Action What are you going to do?	Responsible Who's in charge?	Timescale When will it be done by?	Progress How can we measure it?	SDG How does your action link to your chosen SDG?	Evaluation/Development Was the action successful? How will you build on this in the future?
Discuss the amount of litter we find in the playground at assemblies	Pupils in yearly Eco Group	August 2016 - ongoing	Results will show in litter pick.	Explore packaging – is it necessary? Can we have zero waste snacks?	Good discussion about packaging.
Daily litter picks within our school grounds	Rota of pupils from each class.	Every day until October break then review.	Traffic light board in foyer	Look at the kinds of litter we are finding and where it comes from	Traffic lights worked well, no one likes the playground being on red!
Create litter posters to display within school grounds and local shop.	Eco-Committee	November 2016	Ask at assembly how many pupils have seen them.	To get everyone to help reduce the amount of litter we find in the playground.	Posters were put up around the village and school.
Arrange visit from SPCA to present to classes regarding impact on wildlife.	Mrs Rae	Annual basis.	Creative writing assignment for P5 P6 P7	Discuss the wider effects of littering on our environment.	Mrs Black came in to speak at an assembly – pupils very interested.
Review our litter policy and ensure that all children are aware of this.	Eco-Committee	Annual basis when we do our Environmental Review	Have a competition during Eco Week	Make sure we all know why it's important to use a bin.	Yes. It's good to look at this every year and make sure it's up to date.

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Use funding from Wrigley Litter Less campaign to purchase bins to put around multi use games area for people using school grounds out of hours.	Eco-Committee	December 2016	Our litter picks should show an improvement	Doesn't reduce waste, but gives the opportunity to dispose of it correctly.	Yes – the bins were purchased and there is much less litter on the MUGA after weekends.
Community litter pick in local park. Register with Keep Scotland Beautiful.	Eco-Committee, community council, local authority	May 2017	We will weigh how much we collect.	Cleaning up a part of our community that everyone uses.	We collected 34kgs of litter which we think is too much. Community council asked pupils to come to a meeting to talk about how to make this better.
Community litter pick in local park – invite local nursery to join us. Register with Keep Scotland Beautiful.	Eco-Committee, community council, local authority, nearby nursery	May 2018	Weigh how much we collect	Cleaning up a part of our community that everyone uses.	This time we collected 23kgs of litter which is still too much but better than last time. Will continue our efforts to reduce littering in the park
Create posters for local park to discourage litter.	P5, community council	June 2017	When posters are up	Spreading the word about taking care of our environment.	Community council offered to pay for signs to be laminated. P5 made posters.

Eco-Schools Action Plan

SCHOOL NAME: **Example Primary School**

Eco-Schools Topic: **Waste Minimisation**

Date Range of this Plan: **Oct 2016 to Oct 2018**

Your school's Sustainable Development Goal: **Goal 12 - Responsible Production and Consumption**

Our overall aim/s for this Topic and Goal:

To investigate ways we could create less waste as a whole school.

Action What are you going to do?	Responsible Who's in charge?	Timescale When will it be done by?	Progress How can we measure it?	SDG How does your action link to your chosen SDG?	Evaluation/Development Was the action successful? How will you build on this in the future?
Install a composting bin in our school garden for gardening waste and investigate composting food waste.	Eco-Committee, Mrs Steel.	May 2016	Weighing how much waste we are not putting in landfill by using compost.	We could make use of waste to make something useful for the garden.	It was difficult to start our composter but Kyle's Grandad is a keen gardener and came in to help us.
Stop using Styrofoam containers for school dinners.	Eco-Committee, Headteacher	January 2016	Calculate how much Styrofoam we are keeping out of landfill every week.	Getting rid of a kind of waste that never decomposes.	This took a while to sort out but we stopped using styrofoam in May 2016!
Label recycling bins so everyone uses them properly – no contamination	Eco-Committee, Mrs Robb.	Before the October break.	We shouldn't have to sort out the recycling bins anymore	Making sure our recycling is done properly so none of it is wasted.	Was confusing at first – which bin does everything go in? Pupils made posters and big labels and that helped.
Donate shredded paper to the local animal shelter for bedding.	Eco-Committee, Mrs Rae, office staff	Monthly, starting in October	We could count or weigh bags and keep track of how much we donate	Reusing something that is waste to us for something good.	Yes, but we don't make enough to do this monthly, so it's done every term instead.

Action What are you going to do?	Responsible Who's in charge?	Timescale When will it be done by?	Progress How can we measure it?	SDG How does your action link to your chosen SDG?	Evaluation/Development Was the action successful? How will you build on this in the future?
Wasteless lunch week – ask everyone to try to eat a lunch without any waste.	Dinner ladies, Eco-Committee, P4	Try this in February 2016	Give stickers to pupils with wasteless packed lunch, weigh waste from school dinners	Looking at ways to waste less at lunchtime.	Yes – 64 pupils got a sticker for a waste free packed lunch, and there was 75% less waste from school dinners that week.
Write to parent council to ask them to fund reusable plastic cups to use at lunchtime instead of disposable paper cups.	Headteacher, Parent Council, Eco-Committee	Hopefully after Christmas.	We can work out how many paper cups we will avoid using and money saved.	Using reusable containers instead of paper.	Eventually. We needed to think about how the cups would be washed and stored. Cups purchased in June 2016 to be used in new school year.
Waste Audit of all bins in the school. Pupils to do survey of what is in the bins and present findings at an assembly.	P6, Mrs Steel	September 2016	Tally sheets for each type of waste found.	We will know which types of waste we produce most and will know where to start reducing.	Messy! But very useful. We produce a lot of paper waste, and a lot of food waste ends up in the wrong bins.
Have a trash fashion show	P7, P6, Mr Harland, Jennifer's Mum, after school club.	April 2017	Make a trophy out of trash and award it to the outfit voted best by pupils.	Reusing materials that would otherwise be thrown out or recycled.	This was amazing and we got an article in the local paper!
Reduce the amount of food waste produced in the school and at home – food waste diaries possible for a class?	Eco-Committee	April 2018	Weigh the amount of food waste produced and hope it decreases	Looking at ways to waste less at lunchtime.	P5 did food waste diaries at home and the Eco-Committee weighed food waste for a whole week after lunchtime and did a food waste audit to see what was being wasted. Some lunch menu items have been changed to reflect preferences and this has helped food waste decrease. Smaller portions for P1 also have helped.

Eco-Schools Action Plan
SCHOOL NAME: Example Primary School
Eco-Schools Topic: Food and the Environment
Date Range of this Plan: Oct 2016 to Oct 2018
Your school's Sustainable Development Goal: Goal 12 - Responsible Production and Consumption
Our overall aim/s for this Topic and Goal:
To have a go at growing our own food and to explore where our food comes from.

Action What are you going to do?	Responsible Who's in charge?	Timescale When will it be done by?	Progress How can we measure it?	SDG How does your action link to your chosen SDG?	Evaluation/Development Was the action successful? How will you build on this in the future?
Grow some vegetables in our school garden – carrots, peas, potatoes, cabbage and lettuce	Everyone – each class responsible for an area of the garden	June 2016	Watch what grows best, weigh our veg	Consuming food grown closer to home means fewer food miles. Learning how food is grown.	Rabbits got most of our cabbage and lettuce but we had loads of potatoes for soup!
Look at the different kinds of foods that are grown in our area – ask Jack's mum to come talk about farming?	Topic for P4/5 and P5, Mr Harland	January 2016	P4/5 and P5 will make a display in the hall and have a stall during health week	Looking at ways we can eat food that is grown by local farmers, fewer food miles.	Yes – P4/5 and P5 made food to share during Health Week and a big display of recipes and photos
Talk from our dinner ladies about where the food in our school dinners comes from.	P1, P1/2, Mrs Robb	December 2016	Children show an awareness of where food comes from	Knowing where our food comes from helps us make good choices.	Yes – many pupils interested. Eco-Committee interested in making changes next year.
Work with Example High School technical department to make raised beds for garden.	P6, P7, Mrs Steel	Hopefully by April 2017 so we can plant.	We'll take photos of our time with the High School pupils	Growing our own food and reusing waste pallets to make raised beds	Yes! We will do this again with nearby Example Early Years Centre so they have raised beds too.

Action What are you going to do?	Responsible Who's in charge?	Timescale When will it be done by?	Progress How can we measure it?	SDG How does your action link to your chosen SDG?	Evaluation/Development Was the action successful? How will you build on this in the future?
One Planet Picnic for whole school	P6, Ms Kneale	June 2016	Photos, recipe book	For everyone to look at making local sustainable food	Yes! This was good fun and is something we will do again. Our recipe book sold out!
Look at food eaten, rationing in WWII during unit for P5	P5, Mr Harland	March 2016	Pupils will do diaries during the topic.	Exploring difference between how we eat now and how we ate then.	A good way to bring a difficult subject to life.
Recycling of paper, plastic tins, glass and food waste	Everyone, Eco-Committee	Ongoing since April 2011	Weigh how much is being collected and calculate how much we produce in a school year.	Thinking about what we buy, and what we use.	Pupils weighed waste collected in one week and worked out how much is produced in a school year but this number has changed because we waste less now.