

GREAT HOCKHAM PRIMARY SCHOOL

Climate action plan

This is our school's Climate Action Plan (CAP). Our plan includes actions against the Department for Education's (DfE) four key areas:

1. decarbonisation
2. biodiversity
3. adaptation and resilience
4. climate education and green careers goals

We will review this plan every 6 months in February and September each academic year to assess our progress against actions.

Action plan goal: establishing the school's baseline

<i>Action</i>	<i>Steps</i>	<i>Timeline for the action or expected completion date</i>	<i>Resources</i>	<i>Lead</i>	<i>Tools, resources and information(optional)</i>
Understand the school's carbon footprint by identifying where your emissions come from.	Use an online tool such as Keep Britain Tidy's to get a breakdown of carbon emissions.	By end of October 2026		Trust COO	Count Your Carbon - Eco Schools (eco-schools.org.uk)
Understand the school's energy efficiency by conducting a review of energy use.	Review the Recommendation Report from your Display Energy Certificate [DEC] to understand the schools' energy efficiency.	By the end of September 2025	Cost: Cost of DEC met by Trust (£150 per annum)	Trust COO	Energy efficiency: guidance for the school and further education college estate - GOV.UK (www.gov.uk)

Understand your curriculum by reviewing for climate change content.	Review curriculum to understand where climate change/ careers features/ could feature.	1 month	Staff: Education staff, operational staff, senior leadership team Cost: Free-several projects offer opportunities	Headteacher	
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Action plan goal: decarbonisation

<i>Action</i>	<i>Steps</i>	<i>Timeline for the action or expected completion date</i>	<i>Resources</i>	<i>Lead</i>	<i>Tools, resources and information(optional)</i>
Planning: Create a heat decarbonisation plan for the school	Trust to secure an assessor to carry out this work.	Within FY 25-26	Assessor	Trust COO	

<p>Planning: assess buildings for draughts and leaks to reduce heating demand.</p>	<p>Trust to continue programme of window replacement and assess other areas of insulation</p>	<p>Ongoing</p>	<p>Trust estate staff/school site staff</p>	<p>Trust COO</p>	
<p>Planning: assess how well we are using our existing heat system/s.</p>	<p>Check that the building/s management and heating systems are running efficiently and correctly.</p> <p>Explore options for training if needed.</p>	<p>Ongoing</p>	<p>Trust estate staff/school site staff</p>	<p>Trust COO</p>	
<p>Reduce carbon emissions in our buildings by installing motion sensors so lights switch off automatically when not in use.</p>	<p>Trust to survey premises</p>	<p>Ongoing</p>	<p>Contractor</p>	<p>Trust COO</p>	

Reduce carbon emissions in our buildings by changing the light bulbs to LED bulbs in each school building.	<p>Trust to:</p> <ol style="list-style-type: none"> 1. Undertake audit of the current situation and develop options to replace lightbulbs. 2. Purchase LED lights and replace existing lightbulbs. 	Ongoing	<p>Contractor</p> <p>Cost: approx. £2.5k per classroom</p>	Trust COO	
Change behaviours in our school community by running a 'Switch-off' campaign.	<p>Encourage students and staff to turn off lights and monitors.</p> <p>Provide information to parents/carers in your newsletters.</p>	By end of October 2025	School Staff:	Headteacher	

Retrofit our buildings to produce/ reduce energy consumption by Installing air source heat pump.	Trust to assess feasibility and cost.	Ongoing	Assessor	Trust COO	
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Action plan goal: biodiversity

<i>Action</i>	<i>Steps</i>	<i>Timeline for the action or expected completion date</i>	<i>Resources</i>	<i>Lead</i>	<i>Tools, resources and information(optional)</i>
Increase our school's knowledge of biodiversity by joining an online biodiversity network.	Sign up to Education Nature Park for more resources.	1 day	School Staff	Headteacher	
Increase our school's knowledge of biodiversity by starting a gardening club.	Locate an area to garden.	1 month	School Staff:	Headteacher	
Increase biodiversity on school property by tree planting.	Select an area of school ground suitable for tree planting.	1 month (extra time over summer needed for watering and mulching new plants)	School staff	Headteacher	

	Educate staff and students on their maintenance.				
Increase biodiversity on school property by rewilding areas of school's grounds.	<p>Select an area of school ground suitable for rewilding.</p> <p>Decide what type of rewilding (wildflower field, pond, insect hotels etc.).</p> <p>Educate staff and students on their maintenance.</p>	1 month – 1 year (depending on complexity of project)	School Staff:	Headteacher	

Action plan goal: climate education and green careers

<i>Action</i>	<i>Steps</i>	<i>Timeline for the action or expected completion date</i>	<i>Resources</i>	<i>Lead</i>	<i>Tools, resources and information</i>
Share with staff and pupils what climate change action we are taking by promoting successes and achievements.	Assemblies, newsletters. Get students involved e.g. with planting or maintaining.	1 day	School Staff:	Headteacher	
Increase schools' knowledge of climate change by running a student led climate project.	Empower students to come up with their own climate change initiative STEM project. Work with students to develop project proposals and plans using available resources.	3 months – 1 year	School Staff:	Headteacher	

	<p>Conduct project.</p> <p>Recognise and celebrate students' achievements.</p>				
<p>Embed sustainability and climate education in the wider curriculum by incorporating it in more lessons.</p>	<p>Get lead staff on board early.</p> <p>Use resources with information on how to embed.</p> <p>Embed climate change in other lessons.</p> <p>Review impact.</p>	1 month	School staff	Headteacher	
<p>Embed sustainability and climate education in the wider curriculum by inviting external speakers to come into school.</p>	<p>Arrange for external speakers to come into school to run workshops/ talks.</p>	1 week	School Staff:	Headteacher	
<p>Embed sustainability and climate education in the wider curriculum by teaching climate change</p>	<p>Use resources to find ways to learn outside the classroom.</p>	1 day	School staff	Headteacher	

beyond limitations of a classroom.					
Promote Green Careers	School careers advice and guidance plan.	Ongoing	School Staff:	Headteacher	

Action plan goal: resilience and adaptation

<i>Action</i>	<i>Steps</i>	<i>Timeline for the action or expected completion date</i>	<i>Resources</i>	<i>Lead</i>	<i>Tools, resources and information</i>
Planning: Assess your school's risk and vulnerability to climate change.	Trust to carry out vulnerability analysis to identify the most at-risk areas of the school, such as aging infrastructure or	FY 25-26	Trust staff	Trust COO	

	vulnerable student populations.				
Planning: monitor heat in classrooms.	<p>Install classroom heat sensors.</p> <p>Train staff to be able to use them and identify when dangerous heat levels are reached.</p> <p>React to levels with appropriate policy and procedure.</p>	1 week	Trust estate staff	Trust COO	
Increase our school's knowledge of resilience and adaptation by raising awareness and educating.	<p>Integrate climate education into the curriculum.</p> <p>Involve students and staff in resilience-building activities.</p>	1 month	School Staff:	Headteacher	

<p>Increase our school's knowledge of resilience and adaptation by promoting water conservation practices.</p>	<p>Run a campaign within your school. This could include posters or newsletters about conserving and not wasting water.</p>	<p>1 month</p>	<p>School Staff:</p>	<p>Headteacher</p>	
<p>Prepare our schools for the physical impacts of overheating from climate change by installing ventilation and cooling.</p>	<p>Trust staff to explore options based on flood risks on your school grounds</p> <p>Choose an option for type of ventilation and cooling</p> <p>Options:</p> <ul style="list-style-type: none"> • Natural ventilation • Cool roofs • shading through tree planting • insulation 	<p>FY 25-26</p>	<p>Trust estate staff</p>	<p>Trust COO</p>	

	Train staff on how to use and maintain.				
Prepare our schools for the physical impacts of overheating from climate change by installing sail shading.	Trust staff to locate suitable positioning for solar shading. Purchase sail shading. Install grounds shade: sail Train staff how to use and maintain. Encourage pupils to use during periods of hot weather.	1 month	Trust estates staff	Trust COO	

Prepare our schools for the physical impacts of climate change by installing water efficient fixtures.	Trust to conduct a review/ audit of water fixtures. Identify possible areas of efficiency. Measures: <ul style="list-style-type: none"> • low-flow taps • dual flush toilets 	FY 25-26	Trust estates staff	Trust COO	
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Action plan goal: active and sustainable travel

<i>Action</i>	<i>Steps</i>	<i>Timeline for the action or expected completion date</i>	<i>Resources</i>	<i>Lead</i>	<i>Tools, resources and information (optional)</i>
Encourage active travel by providing cycle skills for students.	Organise external cycle skills lessons for students to improve their skills and safety on their	1 week	School Staff:	Head teacher	

	bikes				
Encourage active travel by providing bike/ scooter storage.	Locate suitable and secure space within school grounds. Install cycle storage/ scooter storage for pupils to use to lock their bikes.	2 months	School Staff:	Headteacher	

Action plan goal: air quality

<i>Action</i>	<i>Steps</i>	<i>Timeline for the action or expected completion date</i>	<i>Resources</i>	<i>Lead</i>	<i>Tools, resources and information)</i>
Planning: Create Clean Air Action Plan.	Create clean air action plan.	FY 25-26	Trust estates staff	Trust COO	

Action plan goal: waste, consumption and recycling

<i>Action</i>	<i>Steps</i>	<i>Timeline for the action or expected completion date</i>	<i>Resources</i>	<i>Lead</i>	<i>Tools, resources and information(optional)</i>
Reduce waste by banning single-use plastics in school	Replace plastic cutlery with reusable cutlery.	ongoing	School Staff:	Headteacher	
Reduce waste by banning single use plastic water bottles.	Ensure access to fresh drinking water (drinking fountains) for refills.	ongoing	School staff	Headteacher	
Reduce waste by lowering single use plastic.	Review the Trust's procurement policy and identify any single use plastics that can be eliminated.	1 week, ongoing	Trust staff	Trust CFO	

Increase recycling by setting up a recycling hub.	Take part in The Green School Project	1 week- ongoing	School Staff:	Headteacher	
Increase recycling by using recycled paper.	Review the Trust's procurement policy and ensure paper purchased is recycled.	1 week- ongoing	Trust staff	Trust CFO	
Increase recycling by improving recycling facilities in the school.	Ensure that all classrooms have a recycling bin and school has bins for general waste, recycling and food waste. Educate staff and pupils in use of bins.	ongoing	School staff/Trust estate staff	Headteacher/Trust COO	
Increase our school's knowledge of waste, consumption and recycling	Advertise in newsletters. Hold assemblies	1 month	School Staff	Headteacher	

<p>by running a campaign at school to:</p> <ul style="list-style-type: none"> • remove single use plastics • promote recycling, repairing, reusing, and reducing waste. 	<p>and lessons.</p> <p>Run poster competition for students.</p> <p>Advertise on social media.</p> <p>Join a competitive challenge.</p>				
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Action plan goal: food

<i>Action</i>	<i>Steps</i>	<i>Timeline for the action or expected completion date</i>	<i>Resources</i>	<i>Lead</i>	<i>Tools, resources and information(optional)</i>
<p>Increase our school's knowledge of food by running a sustainable food campaign at school.</p>	<p>Develop a campaign and link this with other national campaigns.</p>	<p>ongoing</p>	<p>School Staff/Catering services provider</p>	<p>School staff/catering provider</p>	

