

Environmental Review Checklist

School Name

Postcode

Date of Review

Environmental Review Checklist

The aim of the Environmental Review is to help the Eco Committee get a clear view of the current environmental "picture" of the whole school and it must be completed by the Eco Committee with the help of other members of the school community. It will help to identify where improvements can be made and should be used to help the Eco Committee decide which topics should be part of the school's Action Plan.

The checklist is divided into sections mirroring the ten Eco-Schools Scotland's environmental topics, currently: Litter, Waste Minimisation, Energy, Water, Transport, Health & Well-being, School Grounds, Sustaining our World, Biodiversity and Food and the Environment.

One way to use the checklist is to divide each section between groups of Eco Committee members and other pupils so that different groups concentrate on different areas. Let each group work through their allocated area and then ask them to come together and discuss their findings. You should produce a summary of your findings and display it in a way that the rest of the school can easily understand.

You **MUST** carry out the whole Environmental Review annually, looking at all ten of the Topics. This is an essential requirement for Green Flag Award status, and we'll ask you to sign a declaration that you've completed your Review and shared its results as part of your Green Flag Award application.

If you need more space for your answers, please use the additional information pages at the end of this form.

Environmental Review Checklist

Litter



School Name

Date

Children Involved

<p>Question 1 Does the school have a clear policy on litter? YES/NO Comments</p>	<p>Question 6 Has there been a survey of litter in the school grounds? YES/NO Comments</p>
<p>Question 2 Does it work? YES/NO Comments</p>	<p>Question 7 Are outside bins in the right places? YES/NO Comments</p>
<p>Question 3 If not, is the school taking action to address the issue? YES/NO Comments</p>	<p>Question 8 Have pupils undertaken a litter audit to determine the main types of litter found? YES/NO Comments</p>
<p>Question 4 Are there enough litter bins inside the school? YES/NO Comments</p>	<p>Question 9 Has the school introduced rewards or sanctions to discourage littering? YES/NO Comments</p>
<p>Question 5 Are they in the right places? YES/NO Comments</p>	<p>Question 10 Has the school been involved in Community Litter Picks, Beach Cleans, and National Spring Clean or similar? YES/NO Comments</p>

<p>Things we are happy with..</p>	<p>Things we need to take action on....</p>
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Environmental Review Checklist

Waste Minimisation



School Name

Date

Children Involved

Question 1

Is all scrap paper saved for recycling or re-use including the re-use of envelopes?

YES/NO [Comments](#)

Question 2

Is all paper, including photocopies, always used on both sides?

YES/NO [Comments](#)

Question 3

Are home-school communications managed via sibling lists, email and/or mobile phones to reduce paper use?

YES/NO [Comments](#)

Question 4

Are copies of documents stored electronically rather than on paper?

YES/NO [Comments](#)

Question 5

Do school lunches and pupils' packed lunches avoid throwaway packaging?

YES/NO [Comments](#)

Question 6

Does the school host or use recycling facilities?

YES/NO [Comments](#)

Question 7

Does the school have properly managed compost bins?

YES/NO [Comments](#)

Question 8

Has composting been successful and the resulting product used?

YES/NO [Comments](#)

Question 9

Does the school buy recycled photocopy paper, exercise books and headed notepaper?

YES/NO [Comments](#)

Question 10

Are toilet paper and hand towels made from recycled fibre?

YES/NO [Comments](#)

Things we are happy with..

Things we need to take action on....

Environmental Review Checklist

Energy



School Name

Date

Children Involved

Question 1
Does your school use any sources of renewable energy?
[YES/NO Comments](#)

Question 2
Is the hot water supply properly managed i.e. no dripping taps, well-insulated piping, comfortably hot to use, etc?
[YES/NO Comments](#)

Question 3
Are windows and doors properly insulated and draught-free?
[YES/NO Comments](#)

Question 4
Are curtains and blinds well-fitting and closed at night?
[YES/NO Comments](#)

Question 5
Do all outside doors close automatically?
[YES/NO Comments](#)

Question 6
Are rooms carpeted to insulate solid floors and exclude draughts?
[YES/NO Comments](#)

Question 7
What is your school's 'Energy Performance Rating'?
[Comments](#)

Question 8
Do radiators have shelves and reflector panels to maximise heating output, and space for good circulation?
[YES/NO Comments](#)

Question 9
Is all electrical equipment - projectors, computers, monitors, smart boards, televisions, photocopiers, etc - switched off when not in use?
[YES/NO Comments](#)

Question 10
Are electronic energy monitors or 'smart meters' fitted anywhere around the school?
[YES/NO Comments](#)

Things we are happy with..

Things we need to take action on....

Environmental Review Checklist

Water



School Name

Date

Children Involved

Question 1

Do you read and record water usage?

YES/NO Comments

Question 6

Are pupils aware of the process of water purification from reservoir to tap?

YES/NO Comments

Question 2

Are timed operation and/or low volume spray taps installed anywhere?

YES/NO Comments

Question 7

Are pupils aware of 'The Water Cycle'?

YES/NO Comments

Question 3

Are dripping taps repaired quickly?

YES/NO Comments

Question 8

Is rainwater diverted from the roof to top up the school pond or maintain a wetland area?

YES/NO Comments

Question 4

Have automatic flush controls been fitted to urinals?

YES/NO Comments

Question 9

Is rainwater collected for watering plants?

YES/NO Comments

Question 5

Have low flush volume and/or water hippos been installed in toilet cisterns?

YES/NO Comments

Question 10

Have pupils investigated the sources of water pollution?

YES/NO Comments

Things we are happy with..

Things we need to take action on....

Environmental Review Checklist

Transport



School Name

Date

Children Involved

<p>Question 1 Does your school have a School Travel Plan and is it shared with parents? YES/NO Comments</p>	<p>Question 6 If yes, does the instruction include on-road or off-road training? <input type="checkbox"/> ON ROAD <input type="checkbox"/> OFF ROAD (tick both if they apply) Comments</p>
<p>Question 2 Do staff and pupils mostly walk, cycle or use public or school transport as appropriate? YES/NO Comments</p>	<p>Question 7 Is there a network of safe routes to school? YES/NO Comments</p>
<p>Question 3 Do most cars bring two or more people to school? YES/NO Comments</p>	<p>Question 8 Do any school vehicles run on diesel, biodiesel, LPG, electricity or hybrid technology? YES/NO Comments</p>
<p>Question 4 Does the school have dry, secure cycle storage? YES/NO Comments</p>	<p>Question 9 Does the school hold regular walking or cycling events? YES/NO Comments</p>
<p>Question 5 Does the school provide bicycle or mountain biking instruction for pupils? YES/NO Comments</p>	<p>Question 10 Have pupils undertaken a traffic survey at or near the school? YES/NO Comments</p>

<p>Things we are happy with..</p>	<p>Things we need to take action on....</p>
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Environmental Review Checklist

Health and well-being



School Name

Date

Children Involved

Question 1

Does the school offer a full range of healthy eating options with appropriate sizes of portions to minimise food waste?
[YES/NO Comments](#)

Question 2

Is there a vegetarian source of protein available every day?
[YES/NO Comments](#)

Question 3

Are the cultural, religious and special health/dietary (kosher, halal, vegan, gluten/nut-free) needs of pupils taken into account?
[YES/NO Comments](#)

Question 4

Does your school have drinking water fountains or coolers?
[YES/NO Comments](#)

Question 5

Do most packed lunches contain fresh fruit or vegetables?
[YES/NO Comments](#)

Question 6

Are school meals prepared on site from fresh, raw and local ingredients (where possible)?
[YES/NO Comments](#)

Question 7

Do all pupils take part in two hours of quality Physical Education per week?
[YES/NO Comments](#)

Question 8

Is there a range of sports and extra-curricular clubs available for pupil participation?
[YES/NO Comments](#)

Question 9

Does the school have an effective anti-bullying policy and/or a 'buddy' system?
[YES/NO Comments](#)

Question 10

Does the school deliver programmes supporting 'sustainable communities'?
[YES/NO Comments](#)

Things we are happy with..

Things we need to take action on....

Environmental Review Checklist

School grounds



School Name

Date

Children Involved

Question 1

Are the school grounds free of herbicides and pesticides?

YES/NO [Comments](#)

Question 2

Are there plenty of things for climbing and balancing, jumping and swinging from, and/or good sports facilities?

YES/NO [Comments](#)

Question 3

Are there quiet, shaded and sheltered areas outside to sit and talk?

YES/NO [Comments](#)

Question 4

Where appropriate are there lots of different surfaces and materials for pupils to experience e.g. in a sensory garden?

YES/NO [Comments](#)

Question 5

Are there murals, mosaics or other art works?

YES/NO [Comments](#)

Question 6

Where appropriate are there games or artwork painted on the playground?

YES/NO

Question 7

Does the school have a garden/allotment area managed by pupils where they can grow and taste fresh fruit, vegetables and herbs?

YES/NO [Comments](#)

Question 8

Are the school grounds used for learning and teaching?

YES/NO [Comments](#)

Question 9

Are the school grounds open for public use at any time?

YES/NO [Comments](#)

Question 10

Are any areas of the school grounds unusable e.g. due to poor drainage, subsidence, broken tarmac etc.?

YES/NO [Comments](#)

Things we are happy with..

Things we need to take action on....

Environmental Review Checklist

Biodiversity



School Name

Date

Children Involved

Question 1

Does the school have an ethos of 'respecting and caring for other living things'?

YES/NO Comments

Question 2

Does the school provide a range of habitats to encourage biodiversity?

YES/NO Comments

Question 3

Is it obvious to visitors that the school cares about other living things?

YES/NO Comments

Question 4

Is there long-term monitoring of habitats and/or wildlife?

YES/NO Comments

Question 5

Are records kept of this monitoring?

YES/NO Comments

Question 6

Do pupils regularly have the opportunity to observe and/or experience nature and wildlife in different ways?

YES/NO Comments

Question 7

Does the school celebrate local biodiversity during the school year?

YES/NO Comments

Question 8

Could more be done to develop the schools grounds or local area for their biological potential?

YES/NO Comments

Question 9

Is there a local natural site, accessible to the school, for it to 'adopt' - to monitor and manage for the long term?

YES/NO Comments

Question 10

Do the school grounds or local area give pupils a chance to plant seeds/seedlings of native plants both in and out of doors, watch them grow, and care for them?

YES/NO Comments

Things we are happy with..

Things we need to take action on....

Environmental Review Checklist

Sustaining Our World



School Name

Date

Children Involved

Question 1

Has the school investigated the link between local and global issues i.e. how our actions can affect the lives of others far away?

YES/NO Comments

Question 2

Are pupils aware of the importance of the conservation worldwide of natural habitats, resources and cultures?

YES/NO Comments

Question 3

Is the school taking part in the UNICEF 'Rights Respecting Schools' initiative?

YES/NO Comments

Question 4

Have pupils investigated the potential impact of Climate Change on the lives of people across the globe?

YES/NO Comments

Question 5

Is the school a 'Fair Trade School'?

YES/NO Comments

Question 6

Have pupils made the link between Fair Trade and Environmental Protection?

YES/NO

Question 7

Has the school considered its school Global Ecological Footprint? If so, has action been taken to reduce it?

YES/NO Comments

Question 8

Has the school set up a link with a school in another country to discuss environmental or other issues?

YES/NO Comments

Question 9

Has the school learned about other countries' ways of becoming more sustainable?

YES/NO Comments

Question 10

Has the school supported any global environmental charities?

YES/NO Comments

Things we are happy with..

Things we need to take action on....

Environmental Review Checklist

Food and the Environment



School Name

Date

Children Involved

Question 1

Does the school have access to a garden or allotment area for growing food (vegetables, fruit, grains, herbs) or raising animals within or outside the school grounds?

[YES/NO Comments](#)

Question 2

Does the school look after the soil by making and using compost and reducing soil erosion by wind or water?

[YES/NO Comments](#)

Question 3

Do you visit local farms, fisheries, food processors or restaurants or invite their staff (e.g. farmers or fishmongers) into school?

[YES/NO Comments](#)

Question 4

Do you use raw ingredients to practise hygienic food preparation skills for meals, drinks or food products?

[YES/NO Comments](#)

Question 5

Are you talking to catering staff and the local council about increasing the percentage of Scottish, seasonal, organic foods in school meals?

[YES/NO Comments](#)

Question 6

Do you or catering staff use food grown in the school grounds for enterprise or cooking projects?

[YES/NO Comments](#)

Question 7

Has your school run a survey of food waste from the canteen and discussed ways that new systems, technology and behaviour can reduce this?

[YES/NO Comments](#)

Question 8

Does the school monitor the type and volume of food **packaging** waste?

[YES/NO Comments](#)

Question 9

Are pupils aware of the global impacts of food production and taking action to make sure that the food they eat at school is not having a negative impact?

[YES/NO Comments](#)

Question 10

Do pupils learn about food cultures around the world and how they compare to their own food culture?

[YES/NO Comments](#)

Things we are happy with..

Things we need to take action on....

Environmental Review Checklist

General points

School Name

Date

Children Involved

Question 1

Does the school celebrate its efforts to improve the environment through involvement in the Eco-Schools programme?

YES/NO Comments

Question 2

How does it do this?

Comments

Question 3

Are corridors used for special design projects such as murals?

YES/NO Comments

Question 4

Are there comfortable places to sit in corridors and common spaces?

YES/NO Comments

Question 5

Does the school invite the local community to participate in its Eco-Schools activities, such as Eco 'Days of Action'?

YES/NO Comments

Question 6

Do rooms have features or decorations designed and made by pupils or tutor groups?

YES/NO Comments

Question 7

Are Eco-Schools activities integrated into the school curriculum?

YES/NO Comments

Question 8

Are Eco-Schools activities included in the School Improvement/Development Plan?

YES/NO Comments

Question 9

Is there an Eco-Schools notice board in a prominent position in the entrance hall?

YES/NO Comments

Question 10

Are your Eco-Schools activities displayed anywhere in the community?

YES/NO Comments

Things we are happy with..

Things we need to take action on....



Environmental Review Checklist

Overall Summary

School Name

Date of Summary

Topics

LITTER, WASTE, ENERGY, SCHOOL GROUNDS, WATER, BIODIVERSITY, SUSTAINING OUR WORLD, HEALTH & WELLBEING, TRANSPORT, FOOD AND THE ENVIRONMENT

Environmental Review Overall Summary

FOLLOWING OUR SURVEY OF THE ENVIRONMENT OF OUR SCHOOL WE HAVE FOUND:

Things we are happy with:

Things we need to take action on:

Things we will put into our eco-schools action plan for session 20... to 20....



Environmental Review Checklist

School Name

Additional Information

Date of Summary