

Climate Action Plan

St John and St Nicolas Schools Federation

1 year plan December 2025 – November 2026



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Progress Key

Not Started

In Progress

Your school's carbon baseline: St J – 119.83 tCO₂e / St N – 137.2 tCO₂e **Calculation:** December 2025

Complete

★ = high carbon reduction actions

RECOMMENDED FIRST STEP

ACTION	NOTES	TRACKER
Calculate your school's carbon footprint using Count Your Carbon This free digital tool allows you to calculate the carbon footprint for your educational setting and gives you a baseline against which to measure progress, year on year.	Count Your Carbon is a free, full-scope carbon footprint calculator, built for - and in collaboration with - nurseries, schools and colleges. It supports educational settings to calculate, understand, reduce and track carbon emissions. Aligned with the Department for Education's Sustainability and Climate Change Strategy, Count Your Carbon offers tools and guidance to help educational settings calculate their carbon footprint, reviewing your data and producing a report which will equip you with the information you need to help inform your Climate Action Plan. Calculating your carbon footprint is a great first step on your decarbonisation journey. It will help you baseline your current emissions and set targets to reduce this over time. Let's Go Zero can help support you with understanding how to collect the data you need for the tool, so please reach out if you require further support.	Complete

Overall projected carbon savings: 10 - 20%

GET STARTED				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Sign up to the Let's Go Zero campaign By joining this campaign, your school confirms that it is taking action now to reduce its own carbon impact, and that it demands the UK Government help all schools reach this goal by the end of the decade.	Start: Nov 2025 Review: N/A	Exec. HT	Completed by KH on behalf of both schools on 19/11/2025	Complete
Add sustainability plans, projects and successes to your school website and share through wider communications Celebrate your school's climate action on your website, in newsletters, social media, local press, and events to showcase your successes and involve the wider community. Use the Let's Go Zero comms pack to do this.	Start: Dec 2025 Review: Mar 2025	Exec. HT	Website has been created and repositioned to about us section, with Sustainability Report available to community – to be updated as sustainability projects develop	Complete
Set up a sustainability working group Assemble a Sustainability Working Group featuring different stakeholders across the school to collaborate and effect change. Ensure one person has oversight, taking the title of 'Sustainability Lead' and where possible provide PPA time for this role.	Start: Dec 2025 Review: Mar 2025	Exec. HT	SWG has been set up by Exec. HT incl. Heads of Schools, SBM, Eco Council leads, Sustainability Link governor etc. SWG to meet once a half-term to monitor CAP progress	Complete

1. Decarbonisation and Energy Efficiency

Calculating and taking actions to reduce carbon emissions and becoming more energy efficient

ENERGY – BUILDINGS AND RETROFIT				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Install a smart meter Contact your energy and/or water supplier to get a smart meter installed. This is an important first step to get data to track consumption and is needed before you can sign up to energy usage analytics platforms, e.g. Energy Sparks .	Start: Dec 2025 Review: Mar 2026	CB	The Greater South East Net Zero Hub can support with this Will discuss whether Energy Sparks can be included in budget – Feb 2026	In Progress
 Optimise your BMS/BEMS settings and ensure your heating and hot water systems have efficient timings and temperatures set 18°C is the general recommendation for classroom temperatures, whilst hot water coming out of taps should be no higher than 43°C (stored at 60°C). Experiment with your heating schedule while maintaining comfort - running it one hour less per day or reducing temperatures by 1 degree can cut annual heating costs by 5–10%, according to the DfE .	Start: Dec 2025 Review: Mar 2026	Exec. HT CB	Will discuss this between KH and CB over coming half term – this will include setting of temperatures for centralisation at St Nic's.	In Progress
 Double glaze all windows where possible Replace any single glazed windows with double glazing or add secondary glazing to enhance energy efficiency, save money, reduce external noise and create a more accessible learning environment.	Start: Dec 2025 Review: Sep 2026	Exec. HT CB	Will identify which windows are single glazed and will consider use of cellophane as a temporary insulation option. Feb 2026	In Progress
Install LED lighting Replace any remaining older lighting fixtures with LEDs and install motion sensors in areas that see only	Start: Dec 2025 Review: Sep 2026	Exec. HT CB	The Greater South East Net Zero Hub can support with this – KH to contact Greater South East Net Zero Hub – Feb 2026	In Progress

intermittent use. The DfE suggests LED installation can reduce energy consumption from lighting by over 84% .				
Install PIR (motion) sensors on lights Sensors are most effective in areas with intermittent use, such as corridors and toilets. If LED lighting is not in place or is not possible for the setting, installing PIR (motion) sensors is a good alternative (~£10 per light plus fitting).	Start: Dec 2025 Review: Sep 2026	Exec. HT CB	St Nic's – could be considered as part of switch to LED lights The Greater South East Net Zero Hub can support with this	In Progress
★ Install solar panels You should get three quotes to compare your options from different companies and the financial models available (direct purchase, lease, community energy) before deciding on the best for you. Providers we suggest checking with: Solar for Schools & Eden Sustainable .	Start: Dec 2025 Review: Sep 2026	Exec. HT CB	St Nic's - £46,000 funding received from diocese for this; project to take place in the summer break.	In Progress

ENERGY – BEHAVIOURAL CHANGE				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Incentivise students to address energy usage Proactively engage and empower the student body to take a lead in promoting and implementing energy efficient behaviour changes to help save costs, reduce emissions, and make their setting more sustainable. Incentivise engagement through inter-class competitions and/or eco awards, or by electing school energy champions. LASER Energy have a School Energy Action Hub filled with free energy-saving resources for primary and secondary school pupils.	Start: Dec 2025 Review: Mar 2026	LA LK	Energy Sparks See above- will depend on budgets;	In Progress
Take part in a switch off campaign Take part in a switch off campaign, e.g. Switch Off Fortnight . Aim for 10% reduction of energy use (the typical amount saved by participating schools). Running	Start: Dec 2025 Review: 2026	LA LK	Lead an internal campaign or take part in Switch Off Fortnight next winter in 2026 The Pod Switch Off Fortnight 2025 Wil take place during sustainability week	In Progress

campaigns before the holiday period (such as a summer switch-down) can lead to reduced energy use over the holiday period.				
Introduce a school policy around lighting use Having a lighting policy is a quick win, and a great way to get students on board. Get the eco-club to design 'switch off' signs or stickers to display by all lighting switch panels around the school. This may also include getting staff to consider whether they need all lights on in a room at a time where zoned lighting is possible, and how much light these provide.	Start: Dec 2025 Review: Mar 2026	Exec. HT	Introduced a policy on switching off lights Energy Sparks KH will try to write a lighting policy in child friendly language	In Progress
Implement a power down strategy for electrical devices and appliances Implement power-down strategies across the school, such as sleep and automatic shutdown settings on computers, projectors, and smart boards, and switching off scanners and printers overnight. You can use a mix of automatic (e.g. timer-controlled switches) and manual shutdown approaches depending on need.	Start: Dec 2025 Review: Mar 2026	Exec. HT	Create and maintain a holiday switch off list Energy Sparks Switched off lights and IT equipment after school Energy Sparks New IT changes will make a big impact on this – considering whether to implement policy;	In Progress
Monitor energy use on a regular basis through dedicated platforms Use an energy monitoring platform (e.g. Energy Sparks) to visualise and understand your energy usage. Use the data to look for patterns in day-to-day energy consumption and assess your energy baseload (how much energy you use continually). Armed with this information, you can decide where and when is best to target energy savings. If you are already sending your energy data to your provider, get in touch with them and ask them for access.	Start: Dec 2025 Review: Mar 2026	Exec. HT	See above – dependent on budget	In Progress
Implement a power down strategy for energy-intensive appliances over holidays Fridges and freezers are often overlooked during holiday and closure periods and require a lot of energy to run. Check every fridge, including the staffroom, and turn them all off over holiday periods. Condense frozen food down to	Start: Dec 2025 Review: Mar 2026	Exec. HT	Energy Sparks KH and CB will discuss this with catering companies	In Progress

only one freezer to reduce baseload during unoccupied periods and turn any other freezers off.				
Access support from your local Net Zero Hub Regional Net Zero Hubs across England support schools with improving capacity and capability on the journey to reaching net zero. School Business Managers, Operational and Estates staff can access free advice and guidance on a variety of decarbonisation projects, including acquiring Heat Decarbonisation Plans, exploring solar potential and preparing for upcoming governmental grants.	Start: Dec 2025 Review: Mar 2026	Exec. HT CB	Your CAA has introduced you to Molly at the Greater South East Net Zero Hub KH has contacted – Feb 2026	In Progress

FOOD				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Arrange a menu consultation through an external organisation e.g. ProVeg Considering where and how plant-based meals are displayed on menus can reduce bias against these options, e.g. by making the vegetarian offer the default or first in the list. Your Advisor can send off your menu to ProVeg for a free menu consultation / advice on this. Engaging your catering team or provider with this is a great way to bring them on board with your sustainability efforts.	Start: Jun 2025 Review: Mar 2026	Exec. HT	Become a beef-free school in Spring term Decision taken to leave this action for now; beef-free menu was not successful;	
Have separate food waste bins in all areas where food is prepared or consumed and collections in place New waste regulations require all schools to separate food waste from general waste. Contact your waste supplier to organise food waste collections separately in line with 31st March 2025 legislation changes so that it can be diverted to anaerobic digestion plants. This could	Start: Dec 2025 Review: Mar 2026	CB	Achieved	Complete

lower your waste disposal bills. Organise food waste caddies for all appropriate spaces.				
Run a campaign to reduce plate waste from pupils Engage pupils in a campaign to cut plate waste. Campaigns might include lessons and assemblies, portion controls, and the option to pre-order, alongside fun activities. WRWA have some ideas to get you started.	Start: Dec 2025 Review: Mar 2026	LA LK	Get your students involved in daily weigh-ins of food waste as part of their curriculum or eco-club activities to enhance their understanding of the scale of food wastage. Feed findings back to your school caterer and catering staff to make necessary changes to dishes/menu. Sharing the results with teaching staff, pupils and the wider school community can motivate everyone to reduce their food waste even further – in progress Feb 2026	In Progress
Grow food for use in food tech classes or by pupils/community Grow food on site for pupils to use in their food tech classes to engage them with how food reaches their plates. Alternatively, consider having a market-style stall to sell or donate your food produce to the wider school community.	Start: Dec 2025 Review: Jun 2026	LA LK	Will be undertaken at both schools during the Summer term	In Progress

TRANSPORT				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Develop an active travel plan Create and implement your school travel plan which supports cycling, walking and other forms of sustainable travel. Explore if your local authority offers support for this (ex: contact your travel or road safety officer). Modeshift Stars Education is an accreditation programme you can sign up to whilst creating and implementing your travel plan to track your progress and receive awards.	Start: Dec 2025 Review: Mar 2026	LA LK	Walk to School assembly in early March 2026 followed by active travel plan being created	In Progress
Promote walking/cycling/public transport to school by educating pupils Educate children (and the wider school community) on the benefits of active travel by, for example, running	Start: Dec 2025 Review: Mar 2026	LA LK	Walk to school assembly in early March 2026	In Progress

school assemblies. Secondary schools can consider participating in [Modeshift's Travel Ambassadors programme](#).

2. Climate adaptation and resilience

Taking actions to reduce the risk of flooding and overheating and to future-proof scarce resources for potential shortages

ADAPTATION AND RESILIENCE				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Conduct a climate resilience audit Conduct a climate resilience audit of the school site, e.g. To check all windows and blind open and close, guttering, planting etc. The Climate Ready School Grounds survey from Learning Through Landscapes covers all weather conditions and involves students' opinions of their grounds.	Start: Dec 2025 Review: Jun 2026	KH CB	To be done in future	

WATER				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Raise awareness around water consumption and efficiency Consider engaging with your local water company who may have an education team or free resources on their websites, from assembly sessions and visits to primary schools for your pupils to webinars, downloadable tools and guides, and more.	Start: Dec 2025 Review: Jun 2026	LA LK	Next survey in March 2026 earthwatch.org.uk/greatukwaterblitz/ Speaker Network Teaching Resource WaterAid UK Education Responsibility About us Thames Water	In Progress
Install mechanisms to reduce water wastage At the end of life ensure that taps are replaced by push press mechanisms to reduce water wastage or install low-flow attachments. As and when your existing taps	Start: Dec 2025 Review: Mar 2026	LA LK	Your CAA has introduced you the free water-saving audit which Groundwork can conduct for free on behalf of Thames Water to lower bills	Completed

and toilet flushes approach their end of life, ensure that the replacements include flow reduction measures to save as much water as possible, e.g. smaller cisterns or install water hippos to reduce water capacity in normal cisterns. Check your water supplier to see if they do free water audits and installations.				
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3. Biodiversity and Green Infrastructure

Creating habitats and adopting practices that will enhance species diversity on the school estate and beyond

NATURE				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Take part in The Nature Park The Nature Park aims to embed nature-based learning into the curriculum and encourage children and young people all over the country to take action to improve their site for people and wildlife. The programme provides the support and guidance needed to make this happen, with five key steps in the journey and the actions needed to reach your goals.	Start: Dec 2025 Review: Jun 2026	LA	Your CAA has shared information on accessing free school-based workshops on biodiversity mapping and nature connectedness You are also encouraged to take part in Reading Nature Park, a local project in collaboration with the National Education Nature Park	In Progress
Establish a gardening/nature club Set up a gardening and/or nature club for pupils or students to join. The club can help develop the school site for nature, outdoor learning and staff and pupil wellbeing. Engage with the wider school community for volunteer support and resources.	Start: Dec 2025 Review: Mar 2026	LA LK		In Progress

4. Climate Education, Green Skills and Green Careers

Ensuring the education you provide gives knowledge-rich and comprehensive teaching about climate change, and that your teaching staff feel supported to offer this

CULTURE				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Sign up to Sustainability Support for Education A DfE-funded project that enables education settings to start or progress on their sustainability journey. This includes all types of settings from Early Years to Higher Education, offering suggested actions paired with quality-assured resources. You can filter these to show suggestions relevant to your setting based on your teaching age, priorities, how far you've progressed already, estate, and more.	Start: Nov 2025 Review: N/A	Exec. HT	Completed by KH – to confirm	Complete
Publicise your commitment to sustainability Include a commitment to sustainability in your school's public communication, e.g. declaring a climate emergency and intentions of going Net Zero. This could be via a values statement, a declaration of Net Zero aspirations, or inclusion in the school vision.	Start: Dec 2025 Review: Mar 2026	Exec. HT	The CofE have instructed all schools to make a declaration, specifically referencing the climate crisis and school's target for net zero by 2030	Complete

GREEN SKILLS & CAREERS				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Access the Climate Ambassadors scheme Connect with Climate Ambassadors in your region and invite them to do school assemblies on green skills and curriculum linked topics.	Start: Dec 2025 Review: Mar 2026	LA LK	Your CAA has introduced you to Gemma, Regional Hub Manager for the South East, who can support with pairing your schools up	In Progress



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