



Brighton & Hove environmental education

## Headteacher Questionnaire



















Date:

Fill in this questionnaire with the school's headteacher after you've filled in the Pupil Questionnaire.

Use the 😊 if his / her answer isn't a clear 'yes' or 'no'. It could be "Hmmm, I'm not sure" or

"Sometimes, but not always." Don't worry if you get lots of 😞 answers, especially if this is your first Environmental Review. This will give you something you can put in your Action Plan and work to improve!

Question		Answer			What could we to do to improve?
1.	Does the headteacher know about your Eco-Schools work?	😊 yes	😞 no	😐	
2.	Do the school governors know about your Eco-Schools work? <i>You could invite one of the governors to join the Eco Committee or to come to the occasional meeting.</i>	😊 yes	😞 no	😐	
3.	Do the teachers discuss Eco-Schools in staff meetings?	😊 yes	😞 no	😐	
4.	Is the teacher in charge of Eco-Schools given some time out of class to do Eco-Schools work?	😊 yes	😞 no	😐	
5.	Does each class learn about some aspect of Eco-Schools in their lessons?	😊 yes	😞 no	😐	
6.	When the headteacher is showing visitors around, does s/he tell them about the school being an Eco-School?	😊 yes	😞 no	😐	






















7.	Is there information about your Eco-Schools work in the prospectus for new parents?	 yes	 no		
8.	Is information about your Eco-Schools work included in the parents' newsletter?	 yes	 no		
9.	Does the headteacher switch off his / her computer and monitor when they are not being used?	 yes	 no		
10.	Does the headteacher or bursar use SystemsLink to keep track of how much energy the school is using?	 yes	 no		
11.	Does the headteacher save paper for recycling?	 yes	 no		
12.	Does the school have a Green Procurement Policy? <i>(This means a policy on trying to buy environmentally friendly products for the school.)</i>	 yes	 no		
13.	What does the headteacher think the school should do to become more eco-friendly?				

# Office Questionnaire

Date:

Fill in this questionnaire with the staff in the school office after you've filled in the Pupil Questionnaire. Use the 😊 if their answer isn't a clear 'yes' or 'no'. It could be "Hmmm, I'm not sure" or "Sometimes, but not always." Don't worry if you get lots of 😞 answers, especially if this is your first Environmental Review. This will give you something you can put in your Action Plan and work to improve!

Question		Answer			What could we to do to improve?
1.	Do the office staff know about the school's Eco-Schools work? <i>You could invite them to join your committee, or to come along to one of your meetings.</i>	😊 yes	😞 no	😐	
2.	Do the office staff save paper for recycling?	😊 yes	😞 no	😐	
3.	Do the office staff reuse paper in the printer when they can?	😊 yes	😞 no	😐	
4.	When letters are sent home, does the school use a siblings list so that each family only gets one?	😊 yes	😞 no	😐	
5.	Is the school's headed paper printed on recycled paper?	😊 yes	😞 no	😐	

6.	Does the school buy recycled paper for photocopying?	 yes	 no		
7.	Are the office's ink cartridges saved for recycling?	 yes	 no		
8.	Does the school buy envelopes made from recycled paper?	 yes	 no		
9.	Do the office staff always turn off their computer monitors when they're not using them?	 yes	 no		
10.	Do the office staff turn off their computers and monitors at the end of the day?	 yes	 no		
11.	Do the office staff turn off their photocopier, printers and other appliances at the end of the day?	 yes	 no		
12.	If the office staff have their own tea and coffee, is it Fair Trade?	 yes	 no		
13.	Do the office staff have any good ideas for making the school more eco-friendly?				

# Caretaker Questionnaire




























Date:

Fill in this questionnaire with the school caretaker after you've filled in the Pupil Questionnaire.

Use the 😊 if his / her answer isn't a clear 'yes' or 'no'. It could be "Hmmm, I'm not sure" or

"Sometimes, but not always." Don't worry if you get lots of 😞 answers, especially if this is your first Environmental Review. This will give you something you can put in your Action Plan and work to improve!

Question		Answer			What could we to do to improve?
1.	Does the caretaker know about the school's Eco-Schools work? <i>You could invite him / her to join the Eco Committee or to come to the occasional meeting.</i>	😊 yes	😞 no	😐	
2.	Are the school's hot water pipes and tanks insulated, to stop heat escaping?	😊 yes	😞 no	😐	
3.	Are the school's lights fitted with low energy bulbs?	😊 yes	😞 no	😐	
4.	Are all the computers and monitors in the school turned off at night and at weekends? <i>It is probably <u>not</u> the caretaker's job to do this, but she or he will know if it's done.</i>	😊 yes	😞 no	😐	
5.	Are the photocopiers turned off at night and at weekends (not left on standby)? <i>It is probably not the caretaker's job to do this, but she or he will know if it's done.</i>	😊 yes	😞 no	😐	

6.	Are all electrical appliances (e.g., the fridge in the staffroom) switched off during the school holidays?	  	
		yes no	
7.	Do the school windows have double glazing, triple glazing or energy-saving glass?	  	
		yes no	
8.	Does the caretaker check the settings on the boiler to make sure the heating is coming on at the right time?	  	
		yes no	
9.	Is the school toilet paper made from recycled paper?	  	
		yes no	
10.	Are the school hand towels made out of recycled paper?	  	
		yes no	
11.	Is there a recycling box in the staffroom for coffee jars etc?	  	
		yes no	
12.	Do the people working in the school grounds use chemical pesticides and herbicides?	  	
		no yes	
13.	Do the school cleaners use environmentally friendly cleaning products?	  	
		yes no	
14.	Do the toilets have special flushes that use less water?	  	
		yes no	
15.	What does the caretaker think the school should do to become more eco-friendly?		



























# Kitchen Staff Questionnaire

Date:

Fill in this questionnaire with the school's kitchen staff after you've filled in the Pupil Questionnaire. Use the 😊 if their answer isn't a clear 'yes' or 'no'. It could be "Hmmm, I'm not sure" or "Sometimes, but not always." Don't worry if you get lots of 😞 answers, especially if this is your first Environmental Review. This will give you something you can put in your Action Plan and work to improve!

Question		Answer			What could we to do to improve?
1.	Do the staff working in the kitchen know about the school's Eco-Schools work? <i>You could invite them to join your committee, or to come along to one of your meetings.</i>	😊 yes	😞 no	😐	
2.	Do school dinners always include fresh fruit and vegetables?	😊 yes	😞 no	😐	
3.	Are school dinners prepared from fresh ingredients?	😊 yes	😞 no	😐	
4.	Is any of the food used for school dinners produced locally?	😊 yes	😞 no	😐	
5.	Is any of the food used for schools dinners produced organically?	😊 yes	😞 no	😐	
6.	Is any of the food used for schools dinners Fair Trade?	😊 yes	😞 no	😐	

7.	Are the cardboard boxes that food is delivered in reused / recycled?	 yes	 no		
8.	Do the kitchens recycle their cans and plastic bottles?	 yes	 no		
9.	Do school dinners avoid throw-away materials (e.g., plastic pots for fruit salad)	 yes	 no		
10.	Is there a lot of food waste from school dinners? <i>You might also want to ask the lunch time assistants their opinion on this question. If the answer is "Yes" you may need to investigate the reasons for food being thrown away instead of eaten.</i>	 no	 yes		
11.	If the school has a compost bin, do the kitchen staff save vegetable peelings to be composted?	 yes	 no		
12.	Do the kitchen staff turn off the ovens as soon as they have finished cooking, to save energy?	 yes	 no		
13.	Are the fridges and freezers in the school kitchen switched off during the school holidays, to save energy?	 yes	 no		
14.	Do the kitchen staff use environmentally friendly products to clean the kitchen?	 yes	 no		
15.	What do the kitchen staff think they could do to help the school become more eco-friendly?				