



## ENERGY SAVING POLICY

### Rationale:

- To minimise the amount of energy used at Truganina South Primary School and reduce our carbon footprint

### Aims:

- To provide all children and staff with the necessary information to enable them to seek alternative options for energy use

### Implementation:

- Teachers and staff will be encouraged to:
  - Establish whether the whole room needs lighting (if there is an option)
  - Establish comfort levels in temperature to decide whether to use heating/cooling
  - Automatically turn lights off in classroom when you leave it
  - Automatically turn off heating cooling at Recess/ Lunch times and at all times when classroom is not occupied (communities in portables, Science and the gym)
  - Shut doors to keep heat in and draughts out or cool in and heat out
  - Switch photocopier to energy saver mode when finished
- Students will be encouraged to:
  - Turn off lights if room is not occupied
  - Consult teacher to get permission to turn off heaters/coolers in unoccupied spaces/classrooms
  - Wear clothing suitable to the weather to ensure not reliant on heating or cooling for comfort
  - Participate in Dress for the Weather Campaign
- Our lighting regime will include the following:
  - Natural light will be used as much as possible
  - Lighting near windows will be checked and compared to the centre of the room. Banks of lights will be switched off in areas where they are not needed
  - Lights will be turned off during breaks and after school
  - Lights in unoccupied areas eg. Science and Gym storerooms will be turned off after use
  - Dirty Light fittings (diffusers) will be cleaned by DTZ according to the DTZ maintenance schedule
  - Students will be empowered to turn lights off in unoccupied classrooms

- Our Heating and Cooling regime will incorporate the following:
  - Windows will be opened on both sides of the room if possible to allow for cross ventilation (in portables)
  - Thermometers will be used to help communities decide when to cool their room
  - Air conditioners will only be turned on when an agreed temperature is reached, or, air conditioner thermostats will be set at the recommended temperature of 25 degrees
  - Doors and windows will be closed when air conditioners are turned on, to prevent loss of cool air
  - Blinds or coverings will be closed to prevent heat transfer through windows
  - Fans will be turned off when leaving the room
  
- The following recommendations will apply to Computers and other appliances:
  - Computers and monitors will be turned off at the end of each session and will not be left on overnight
  - Unused items with stand-by lights or remote controls – such as Tv’s/Immergo Tables will be turned off
  - Ask for computers and monitors to be programmed to shut down at the end of each school day (Offices and Library)
  
- This policy will be publicised by way of the following:
  - Posted to the Sustainability section of School website
  - Staff Meetings
  - School Council
  - At Community and whole school assemblies

**Evaluation:**

- This policy will be reviewed as part of the school’s three-year review cycle

This policy was last ratified by School Council in....

September 2015