

Climate Action Plan

Horsford Primary School

Summer 2026 – Summer 2027

Carbon baseline: 213.05 tCo2e (total)

Holt Road – 95.34 tCo2e Mill Lane – 117.71 tCo2e

Calculation: 29/4/26



Nigel.stannett@letsgozero.org

GET STARTED				
ACTION	TIMEFRAME	STAKEHOLDERS	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.	Start: April 2026 Review: April 2027		Re-run calculation in April next year.	Completed: 29/4/26

1. Decarbonisation and Energy Efficiency

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

ENERGY – BEHAVIOUR CHANGE				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
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). Look at Energy Sparks resources .	Start: September 2026	Tanya Kirton Verity Dempsey Lindsay Homans Libby Chapman	Holiday switch off list created with new eco teams Provide this list for caretaker and staff to ensure they help complete the list on the last day.	
Explore activities/resources on Energy Sparks and monitor/share energy use on a regular basis.	Start: September 2026	Tanya Kirton Verity Dempsey Lindsay Homans Libby Chapman	Both sites to continue using Energy Sparks and adding info to weekly newsletter with new eco teams.	
Power down strategy for appliances (fridges and freezers over summer holidays) Fridges and freezers are often overlooked. Check every fridge, including the staffroom, and turn them all off over summer holiday periods. Condense frozen food down to only 1 freezer, particularly over long breaks, to reduce base load during unoccupied periods, and turn any other freezers off.	Start: September 2026	Steve Newell All staff members	Need to look into a specific member of staff who can lead this at both sites.	

ENERGY – BUILDINGS & INFRASTRUCTURE				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
SuDS application made to create a functional drainage system and new roof at our Mill Lane site.	Start: September 2026	Diocese Tanya Kirton	To explore adding more creative SuDS elements to improve pupil engagement. Monthly reviews sent to DfE.	
Install timer-controlled electric switches e.g. laptop charging banks to reduce energy required to charge or laptop updates overnight (Screwfix) Using timer-controlled switches on laptop charging banks to charge them overnight will allow you to take advantage of the cheapest energy rates, while also saving energy by limiting the length of time they are drawing power.	Start: September 2026	Tanya Kirton Steve Newell	Invest in more robust timer switches.	

PROCUREMENT

ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Engage with Federation regarding the creation of a greener procurement policy. (Example school policy)	Start: September 2026 Review:	Tanya Kirton	Discuss with executive headteacher	
Engage with key suppliers on their sustainability aims and see where they can support the school's own aims. (Example: ESPO conscious choice)	Start: September 2026 Review:	Tanya Kirton	Be aware before we purchase items – what are their sustainability views?	
Liaise with Trust to discover if school uses a more ethical bank .	Start: September 2026 Review:	Tanya Kirton	We currently bank with Barclays – which is not a very ethical bank according to this list.	

FOOD

ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Continue with food waste initiative and reduce amount of food thrown away	Start: September 2026	Lindsay Homans Verity Dempsey Libby Chapman Tanya Kirton Eco teams Norse	New eco teams to continue to organise recycling, food waste collections weekly across the sites. Eco team to monitor food waste Eco teams to look into strategies to try and reduce food waste. Speak to Norse about how we can reduce food waste	
Eco-team could run a food waste campaign (with Norse). (WRAP , Let's Go guide , WWF)	Start: September 2026	Lindsay Homans Verity Dempsey Libby Chapman	Investigate what campaigns are out there that we could use.	

TRANSPORT

ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Update our travel plan – reapply for Modeshift award	Start: June 2026	Shayney Blyth Tanya Kirton Lindsay Homans Libby Chapman Verity Dempsey	Speak to Shayney to get her action points to include here.	
Engage with national campaigns – walk to school week, National Cycle Day	Start: June 2026	Shayney Blyth Tanya Kirton Lindsay Homans Libby Chapman Verity Dempsey All staff	Add dates to the calendar at the start of the year Try to complete one per term	

WASTE				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Engage with a plastic reduction campaign e.g. Surfers Against Sewage Become a Plastic Free School through the great campaign run by Surfers Against Sewage or Plastic Clever Schools .	Start: September 2026	Tanya Kirton Lindsay Homans Libby Chapman Verity Dempsey	Talk to eco clubs about how they might want to engage with this initiative. Support parents with reducing lunch box waste – create a leaflet? As well as promoting healthy snacks. Suggest changes from tin foil, cling film, bags for sandwiches etc into small Tupperware containers – assembly and then info on newsletter	

2. 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
Engage with Nebula Sustainability Group	Start: September 2026	Tanya Kirton Martin White Margaret McPhee Eco leads across Nebula	Plan in termly meeting to discuss Nebula events, share good practice etc. to evaluate effectiveness of Federation sustainability plan.	
Develop Creation Care section on website	Start: June 2026	Tanya Kirton	Edit current section to show impact from first year.	
Engage with the community by providing termly events	Start: September 2026	Eco leads	Litter picking event was successful so build on this by creating a termly event. Put posters up in the village to engage more of the community.	
Engage with Federation and/or Diocese to create a sustainability policy. (The Key sustainability guidance)	Start: June 2026 Review:	Tanya Kirton	Tanya to speak to executive head about this.	

CURRICULUM

ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Subject leads to clearly identify links to sustainability in their curriculum maps.	Start: September 2026	All teachers	Highlight in green as a good visual for eco leads to identify gaps	

GREEN SKILLS AND CAREERS

ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER

3. 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
Write a heatwave policy that addresses areas such as school dress code, passive ventilation measures, PE lessons and slip slap campaigns Write a heat wave policy to address issues such as uniform, PE, sunscreen and outdoor learning. Consider adopting the joint union heatwave protocol including short term, medium term and long term measures.	Start: June 2026	Tanya Kirton	Look at union website for suggested protocols.	
Conduct a heat audit of the school site checking that windows and blinds open and close. Use the site team to check that all windows and blinds are operational to allow staff to control their own spaces effectively. Pupils can monitor room temperatures (Energy Sparks activity)	Start: June 2026	Eco leads	Eco team to use CO2 monitors to check temperature levels – add to energy sparks website	
Create an Eco Policy which incorporates temperature, switching off, transport, reducing energy etc	Start: June 2026	All	Create one policy which can then be shared with Nebula schools	

WATER				
ACTION	TIMEFRAME	STAKEHOLDERS	NOTES	TRACKER
Install water butts Capture rainwater to use on plants around school - and help reduce water flow in heavy downpours. (Free water butt through Anglian Water Award – deadline extended to May 25 , ask Taverham Mill for one?!)	Start: June 2026	Tanya Kirton	Put a shout out on Given in kindness facebook pages for water butts. We have received water butts at our ML site as part of outdoor learning. HR have some but not sure how serviceable they are.	

4. 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
Engage with Broadland Park to provide more regular visits from school groups	Start: June 2026	All teachers	Teachers to look at provision there which could link and support areas of the curriculum.	
Create live hedging around the meadow area at HR and forest schools area	Start: September 2026	Lindsay Homans Libby Chapman	Look into free / low cost resources	
Look for other ways to make the school more biodiverse: seed swap etc	Start: September 2026	Lindsay Homans Libby Chapman		
Promote gardening with pupil groups	Start: September 2026	Carin Pratt Lindsay Homans Libby Chapman	Carin to include this in her planning for The Hive	
Apply for any grants to help raise money for sustainability projects (Bishops award, wilder schools, tesco blue token scheme)	Start: June 2026	Libby Chapman		
Develop wild area at Mill Lane – pond etc	Start: June 2026	Jo Spaul Anne Durrant		



www.letsgozero.org

Ashden is registered in England and Wales as a company limited by guarantee.
Registered number: 05062574/ Charity number: 1104153
The Peak, 3rd Floor 5 Wilton Road, London, SW1V 1AP