



*With support from Oxfordshire County Council,
Science Oxford is pleased to present*

Eco Club

STEM Club Resource Pack

Introduction:

Requirements for Bronze, Silver and Green Flag Eco-Status

	Bronze	Silver	Green Flag
Eco-Committee	Includes students and adults Meet once a term Notes taken	Includes students and adults plus parent/governor Meet once a half term Students take role in leadership Notes taken	Includes students and adults plus parent/governor Meet once a half term Students take major role in leadership Notes taken
Env. Review	Review undertaken covering Eco Schools 9 areas Results discussed	Review undertaken covering Eco Schools 9 areas Results discussed and communicated to rest of school	Review undertaken covering Eco Schools 9 areas Pupils conduct review Results discussed and communicated to rest of school Review repeated annually to show improvement
Action Plan	Basic action plan Show progress in some areas	Detailed action plan including timescales and responsibilities Communicate plan with rest of school	Detailed action plan including timescales and responsibilities Actions to be monitored and evaluated Communicate plan with rest of school
Curriculum	Show env issues are covered in curriculum	Show env issues are covered in curriculum in most year groups	Sustainability covered in at least 3 curriculum subjects across most year groups
Community	Dedicated noticeboard	Dedicated noticeboard Communication with wider community e.g. newsletter	Dedicated noticeboard Communication with wider community e.g. newsletter Share good practice with other schools and community
Monitoring		Monitor effectiveness of the programme	Physical evidence collected of improvements Monitoring information used in curriculum subjects
Eco Code		Agree, adopt and display an eco-code	Agree, adopt and display an eco-code Code displayed in all classrooms Code known and understood by majority of staff and pupils
Project		Complete project in one of the nine Eco Schools area	Project conducted in at least three of the nine eco schools subjects
Assessment	Self Assessment	Self Assessment	Eco Schools assessed

Suggested Timetable:

	Date	Topic	Activities
Stage 1	Sept	Launch	
Stage 2 and 3	Oct	Audit	Eco audit, communicate results and complete action plan
	Nov	Audit	Eco audit, communicate results and complete action plan
Stage 4	Dec	Community	Introduce newsletter, noticeboard, Eco code
Stage 5 - 7	Jan	Action Plan	Implement action plan
	Feb	Action Plan	Implement action plan
	Mar	Action Plan	Implement action plan
	April	Project work	Eco projects
	May	Project work	Eco projects
	Jun	Project work	Eco projects
	July	Project work	Eco projects

- The full Eco-Team (including staff, students, governors and community representation) must meet at least once every half term
- To achieve Silver Award at least one special project must be completed
- To achieve Green Flag status at least three special projects must be completed covering different areas of the environmental review
- Support is available through Science Oxford and the STEM Ambassador programme
- £600 grant available for the school to spend as required

Stage 1: Recruiting your Eco-Team

	Bronze	Silver	Green Flag
Who is on your team?	Pupils and adults	Pupils and adults including parent or governor	Pupils and adults including teaching and non-teaching staff, parent or governor
How often you meet?	Once every term	Once every half term	Once every half term with a minimum of 6 meetings per year
Record keeping?	Records kept of meetings held	Records of dates of meetings and notes taken and retained	Records of dates of meetings and notes taken and retained
Who runs the meetings?	Not specified	Pupils share responsibility with adults	Pupils take significant responsibility

Who to include in your Eco-Team?

- Pupils from across all year groups
- Senior members of school teaching staff (head, deputy head, head of science)
- School bursar or someone from the finance office who could help with details of costs
- Interested teachers and non-teaching staff
- Parents
- Governors
- Caretaker / site manager
- Local community representatives (local businesses, neighbours)

How to recruit members?

- Design a poster for display around school
- Write an article for the school newsletter
- Write an article for the school website
- Write letters to parents and governors
- Write letters to local businesses

Who is going to do what?

Discuss the assigning of different roles to members of the team e.g. someone to take notes at meetings, someone to manage advertising

When are you going to meet?

Set dates for your upcoming Eco-Team meetings

Stage 2: Completing your Eco-Review

	Bronze	Silver	Green Flag
Eco-Review	To be completed in full once a year and covering all nine Eco-Schools topics	To be completed in full once a year and covering all nine Eco-Schools topics	To be completed in full once a year and covering all nine Eco-Schools topics
Sharing results	Results discussed within the team	Results discussed within the team and shared with the whole school	Results discussed within the team and shared with the whole school
Leading the review			Pupils to lead on completing the review

The Environmental Review needs to cover ALL nine areas:

- Energy
 - Litter
 - Waste/Recycling
 - Water
 - Transport
 - Healthy Living
 - Biodiversity
 - School Grounds
 - Global Perspective
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- In addition since 2013 the environmental review must also assess green procurement
 - Completing the review will require liaison with various members of the school community
 - The Eco-Team can be split into groups to assess different areas
 - The whole Eco-Team should discuss the results and decide on areas requiring action
 - Write up a final copy of the environmental review

Stage 3: Producing an Action Plan

	Bronze	Silver	Green Flag
Action Plan	Basic Action plan to be completed	Detailed action plan including timescales and responsibilities	Detailed action plan including timescales and responsibilities
Communication of Plan		Communicate your plan with the rest of the school	Communicate your plan with the rest of the school
Progress	Demonstrate progress in some areas of the plan	Demonstrate progress in most areas of the plan	Progress of actions to be monitored and evaluated

- Following discussion of the environmental review, decide on 4-6 areas where you would like to concentrate your efforts
- Complete an Action Plan detailing the topics to be covered, what you would like to achieve and how you plan to go about it
- Split the Eco-Team into smaller task forces to tackle each topic
- Decide on when you would like to achieve your targets
- Consider how you will measure your success
- A template for an action plan is included in your resource pack. This can be adapted as appropriate
- Communicate your plan to the rest of the school via your newsletter and noticeboard, maybe present your findings in an assembly

Stage 4: Sharing with your community

	Bronze	Silver	Green Flag
Noticeboard	A dedicated noticeboard is required displaying up to date information on the club and its progress	A dedicated noticeboard is required displaying up to date information on the club and its progress	A dedicated noticeboard is required displaying up to date information on the club and its progress
School community		Actions and Progress need to be communicated with the rest of the school via newsletters or presentations	Actions and Progress need to be communicated with the rest of the school via newsletters or presentations
Out of school community			Actions, progress and objectives to be shared with the wider community and collaboration with other schools and community groups should be evident

- Locate a prominent site within the school for your noticeboard
- Decorate your noticeboard to make it inviting to look at
- Include local news stories on the noticeboard
- Use the noticeboard to communicate your plans and objectives
- Keep the noticeboard up dated regularly
- Design and produce a newsletter
- Distribute your newsletter around school
- Arrange for regular update to be given in the school newsletter
- Investigate community newsletters which can be contributed to
- Write an article for the local newspaper
- Work with local STEM Ambassadors
- Share your story with other schools
- Work with feeder primaries to help them establish an eco-club
- Have a stand at school open evenings or parents evenings
- Present your work to a senior leadership team or Governors meeting

Stage 5: Linking to the curriculum

	Bronze	Silver	Green Flag
Evidence	Provide evidence that sustainability is covered in the curriculum at some point during years 7-11	Provide evidence that sustainability and environmental issues are covered in the school curriculum in most year groups	Provide evidence that sustainability and environmental issues are covered in at least 3 curriculum subjects across most year groups

- Decide on what you consider to be topics covering sustainability and environmental issues
- Devise a questionnaire for heads of department
- Meet with staff responsible for curriculum to discuss this
- If there are gaps which you feel need filling then suggest ways that these topics could be included in subject teaching
- This stage is likely to require significant teacher involvement

Stage 6: Monitoring and Evaluation

	Bronze	Silver	Green Flag
Monitoring		Demonstrate that some monitoring of the results of the action plan has been implemented	Provide physical evidence that the results of the action plan are being monitored
Evaluation			Physical evidence to be collected over a period of time Evaluation of success of the action plan should be evident Monitoring information should be communicated to the school and incorporated into teaching

- When devising your action plan, consider how you can measure its effectiveness
- Surveys, questionnaires and interviews can be utilised
- Collect quantitative data as much as possible e.g. how many lights left on at the end of the day, reduction in energy bills
- Present results graphically
- Communicate your results

Stage 7: Eco-Code

	Bronze	Silver	Green Flag
Eco -Code		Agree, adopt and display an eco-code	Agree, adopt and display an eco-code The code should be displayed in all classrooms The code should be known and understood by the majority of staff and pupils

- Discuss what the Eco-Club means to you
- What are your main aims and objectives?
- What do you want your colleagues to do to help?
- Summarise all these thoughts in a short mission statement
- Design a logo or poster featuring your code
- Display your code around the school
- Design some badges or stickers that could be given to supporters around the school
- Some examples from other schools are included in your resource pack