



THE NORTON
KNATCHBULL
SCHOOL

Things done well make the best memories
SIR NORTON KNATCHBULL – 1637

Energy and Sustainability Management Policy

Policy Owner	Val Martin, CFO
Review by	Pat Aird, Site Manager Val Martin, CFO
Equalities Impact Assessment*	14 th March 2025 Pat Aird & Ben Greene
Approved by the Finance and General Purposes Committee	3 rd July 2026
Date of Review	Summer 2027
Publication	School website

1. Aims and values

Our school aims to ensure that it:

- Enables students and staff to take positive action to make our school a sustainable and caring community
- Reduce its carbon emissions and impacts on the environment to protect our world for future generations
- create a comfortable learning environment with values of care for the community from school to local and the wider community and ultimately to our natural environment
- equip our pupils with knowledge and skills for their future to enable making sustainable choices

2. Guide

This document is based on the Department for Education's guidance on good estate management for schools and DfE sustainability and climate change strategy and guidance on sustainability leadership and climate action plans in education. This policy is in compliance with the principles of The Environment Act 2021 specifically the key objective of reducing waste. This policy also follows the principles of the Climate Change Act 2008 aiming to reduce the school's emission, and waste generation. This policy complies with our funding agreement and articles of association.

3. Roles and responsibilities

Academies have sole responsibility for the energy management and suitability of the premises.

The Governing board, Headteacher, and Site Manager will ensure this energy and sustainability management policy is properly implemented, and that tests and inspections are carried out in accordance with this policy.

The overall aim of our energy management system is to reduce energy wastage, improve working conditions, enable us to use more of our funds for education, minimise environmental damage, reduce our dependence on fossil fuels and help raise awareness of sustainable energy issues.

We Will:

- Review this policy regularly
- Reduce our energy use by 5% each year
- Integrate this work with curriculum activities
- Communicate this work to all building users
- Provide training on energy management for our staff and pupils where needed
- Provide training and resource on waste reduction

Roles and Responsibilities Our Sustainability and Energy Team is made up of:

- Our Headteacher
- Our Site manager
- Sustainability lead - CFO
- Our Class Reps
- Our Governor

4. Inspection and testing - Energy

The Energy Team will carry out the action plan and ensure resources are made available.

Our energy team will monitor our energy use and feedback to the rest of the school in assembly quarterly on the progress and changes to the date that has an environmental impact on the school.

The table below sets out the issues we inspect, the performance standard and inspection frequency, where appropriate, and engaging a suitably qualified person to carry out inspection, testing, or maintenance.

ISSUE TO INSPECT	PERFORMANCE	FREQUENCY
Electricity kWh/m ² /annum	Consumption will be monitored monthly using Systems Link energy management software.	Quarterly CFO/ Site team <i>PSDS (Public Sector Decarbonization Scheme) may have an impact on this.</i>
Gas kWh/m ² /annum	Consumption will be monitored monthly using Systems Link energy management software	Quarterly CFO / Site team. <i>Conversion to Air –Air heat source pumps will reduce usage</i>
Water m ³ /annum	Consumption will be monitored monthly using Systems Link energy management software	Quarterly CFO/Site team.
Energy Selection and Purchase	The school will check energy invoices monthly against meter readings for gas, electricity, and water using Systems Link energy management software.	Monthly CFO /Site team
Investment in Energy Efficiency	The school will invest energy efficiency grants back into the school estate to provide payback across a three period. Savings achieved by good housekeeping measures will be reinvested in energy efficiency projects. Where available, grants will be sought to improve energy efficiency	Annually Board of Governors Head Teacher
Design	Energy efficiency will be considered in the design of new building projects and any refurbishment by the Local Development Framework and current building standards. Energy efficiency will be considered in the purchase of all new equipment, e.g. computers, catering equipment.	Annually Board of Governors Head Teacher

ISSUE TO INSPECT	PERFORMANCE	FREQUENCY
Maintenance	Energy distribution systems and energy-using equipment will be correctly maintained to avoid energy and water wastage.	Annually Site Manager
Awareness	The school will adopt a Whole School Approach involving everyone associated with the school. Regular awareness initiatives for staff and pupils will emphasise the cost and environmental benefits of saving energy and water and how to avoid waste. Energy-saving and waste management information will be provided to catering and cleaning staff. Staff and pupils will also be provided with information on how to save energy at home.	Annually Head Teacher Senior Leadership Team Governors

5. Food and Catering

- Commit to using locally-sourced food in school lunches wherever possible.
- Monitor KPIs in agreement with catering provider to ensure local sourcing, waste reduction and student engagement.
- Promote pupils' understanding of food and where it comes from

6. Waste and Recycling

- We will have clearly labelled bins throughout the school for recycling, food waste and general waste, and posters on how to use them.

Our Action Plan

Current Sustainability targets		
Action	Details	Target date
Upgrade internal lighting	To convert all internal lighting to 100% Led	2026 100%
Upgrade external Lighting	To convert all external lighting to 100% Led or solar where appropriate	Target dates. 2026 100%
Introduction of simple recycling as per DfE guidelines	Target is to recycle 25% of waste by end 2026, 50% by end 2027	End 2026 End 2027
Continuous information sharing with students and staff on sustainability	Series of school assemblies – outline NKS sustainability strategy to staff and students at the beginning of the year via school assemblies / student bulletin and Staff briefing	September of each year
Review waste management supplier annually	Reduce the cost of waste management charges by reducing the volume of General waste	2026-27 ongoing
Facilitate recycling throughout the site	Set targets for school areas for the separation of DRY MIXED RECYCLING, FOOD AND GENERAL WASTE Canteen and all other food serving areas Sports field and outdoor areas Common areas in all buildings Classrooms	DEC 2026 50% Aug 2027 100%

Reporting

An annual energy performance report will be prepared by the School Energy Team. This will be submitted to the Board of Governors and a summary will be incorporated into the school annual report and school development plan.

Periodic reporting on progress on waste reduction and recycling will be formulated and implemented in the Academic year 2026-27.

NKS Equality impact assessment



The purpose of an Equality Impact Assessment (EIA) is to ensure that policies, functions, plans or decisions do not create unnecessary barriers for people protected under the Equality Act 2010. Where negative impacts are identified these should be eliminated or minimised, and opportunities for positive impact should be maximised. EIA assessments are completed for policies reviewed on or after 30th October 2023 and are appended to the policy

Policy details

POLICY NAME AND PURPOSE
Energy and Sustainability management policy 2026
LAST REVIEW
1/07/2026 P A Aird - Site Manager
POLICY STATUS
Existing – This policy has been updated in line with progress and change in targets against the schools energy plan.
THIS POLICY WILL AFFECT

- Pupils
- Staff
- Governors/trustees
- Volunteers
- Visitors
- Parents

EIA completed by:	P A Aird – Site Manager NKS
Contributors to EIA:	B Greene Head Teacher. Governors: Johnny Holland James Dearden
Date completed:	01/07/2026

Impact analysis

- Indicate what type of impact this policy will have for each group, and explain why
- If a policy does not impact a group, tick the 'neutral impact' column and record this
- Remember that a policy may impact a group in multiple ways. For example, your curriculum policy may positively impact BAME pupils by promoting British values of mutual respect and tolerance, but negatively impact BAME pupils by failing to promote material that highlights a variety of cultures and ethnicities

GROUP	POSITIVE IMPACT	NEUTRAL IMPACT	NEGATIVE IMPACT	WHY WILL THE POLICY HAVE THIS EFFECT?
Sex		ü		Explain the impact you have recorded, and provide evidence for this, for example: N/A • Consultations • Pupil data National data, reports, and best practice advice
Race		ü		N/A
Religion or belief		ü		N/A
Sexual orientation		ü		N/A
Gender reassignment		ü		N/A
Pregnancy or maternity		ü		N/A
Age		ü		N/A
Disability		ü		N/A
Marriage or civil partnership		ü		N/A

GROUP	POSITIVE IMPACT	NEUTRAL IMPACT	NEGATIVE IMPACT	WHY WILL THE POLICY HAVE THIS EFFECT?
You could also add non-protected characteristics that have a specific impact in your school, e.g.: • English as an additional language • Looked-after children • Families with separated parents		N/A		N/A

INTERSECTIONAL IMPACT
• Will this policy impact any groups more because of multiple/combined characteristics? - No there will not be impact • What will the impact be, and why? N/A • For example, if you're reviewing your: N/A • Family leave policy: if your rules or language around leave arrangement assumes that people having children are married, this could negatively impact unmarried women who are pregnant or have children. N/A • Supporting pupils with medicines policy: if your response to allergies relies on pupils carrying and administering their own epi-pens, this could negatively impact younger pupils with allergies who are not able to do this N/A •

Outcomes.

The NKS action plan has been updated with more realistic timelines due to funding restrictions in 25/2026.

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Monitoring arrangements

MONITORING ARRANGEMENTS	
DATE OF NEXT POLICY REVIEW	
The review will be completed on the 1/07/2026	