



APEX EDUCATION ENVIRONMENTAL ACTION PLAN

Action	Responsible staff member	Target completion date	Checklist	Notes
Take monthly meter readings and record in spreadsheet	Scott Peat	Ongoing		Analyse consumption against previous months. Annual consumption can be used to calculate carbon footprint
Calculate carbon footprint	Scott Peat	Annually (September 24)		Use carbon footprint calculator
Limit car travel where possible	Scott Peat	Ongoing		Prioritise the most sustainable travel options. Look into closer venues for activities in order to walk where possible.
Invest in an electric car	Scott Peat	Ongoing		Prioritise investing in an electric car when opportunity arises.
Monitor car sharing	Scott Peat	September 24		Pick up en route to avoid students/staff travelling separately via Taxi.
Sustainable stationery	Scott Peat	September 24		Invest in Eco stationery

				only.
Recycling	Scott Peat	September 24		Make recycling as easy as possible with an office recycling bin next to the general waste bin.
Student Involvement	Scott Peat	Ongoing		Empower students to take an active role in driving climate action initiatives - brainstorming ideas and implementing projects.
Go as paperless as possible	Scott Peat	September 24		Work digitally