



Knights Enham Schools 'Switch it off' policy.

Purpose

This 'Switch it off' Policy has been compiled to set out [Knights Enham Schools](#) intentions and goals with respect to the use and management of electrical equipment around the school and office areas. Its purpose is to help embed efficiency, environmental and health and safety awareness into everyday life across the schools.

Commitment

[Knights Enham Schools](#) will comply fully with legislation and officially approved codes of practice and will make continued efforts to promote sound 'switch it off' policies and practices in the work of all departments:

"We are committed to responsible electrical energy management and will practice energy efficiency throughout all our premises wherever it's reasonably practical and cost-effective."

Objectives

- To control and reduce our energy consumption to avoid wasted expense through the operation of a 'Switch it off' policy.
- To reduce the environmental impact of our energy consumption and minimize Greenhouse Emissions through improving energy use and increasing employee engagement in efficiency practices.
- Policy development and management: to integrate energy issues into financial planning and policy development processes of the school, to ensure efficiency is a key consideration of everything we do.

- To improve data gathering and reporting: Improving our energy monitoring processes so that we can identify and prioritize opportunities for energy savings more effectively.

Immediate Aims

- Keep consumption below **xxxx** kWh per month.
- To switch off equipment when it is not in use.
- To turn all lighting off in areas unoccupied.
- Security lights to be switched off by **x p.m.**
- To have an external temperature/ month of the year policy for winter 2025 identifying when the air conditioning can be turned on/off.
 - Months x-y
 - No air conditioning on before temperature **x°**
 - The maximum internal temperature before the air conditioning is turned on.
- To have an external temperature/ month of the year policy for winter 2025 identifying when the boiler can be turned on/off.
 - Months x-y
 - No heating on before internal air temperature **x°**
 - The minimum internal temperature before the boiler is turned on.
 - No weekend heating of the school unless occupied.
 - No weekend heating of premises unless prolonged spell of cold weather below **x°** for **x** number of days.
- Never have air conditioning and heating on simultaneously.
- Never have air conditioning on with windows open.
- Encourage employee engagement.

Minimum workplace temperature

The Approved Code of Practice on the Workplace (Health, Safety and Welfare) Regulations suggests the minimum temperature for working indoors should normally be at least:

16°C or

13°C if much of the work involves rigorous physical effort

You can find more advice on protecting workers from feeling too cold.

Higher workplace temperatures

There is no maximum temperature for workplaces.