



001 – Switch It Off- End of Day Checks

Overview	
Intervention Type:	Behavioural/Management
Target:	Organisation/Individual
Intervention Frequency:	Daily
Intervention Duration:	Throughout the school year

Cost	Effort	Reward
N/A	Low	High
ENERGE Rating		School Rating (School to complete)
★ ★ ★ ★ ★		★ ★ ★ ★ ★

Description of Intervention
<p>One of the simplest ways to reduce your energy usage is to ensure all non-essential appliances, devices and lights which can be turned off, are turned off.</p> <p>The easiest and most convenient method is to remind the whole school community about the 'Switch It Off' initiative and to ensure that a reminder is in place to ask teachers and students to spend the last 2 minutes of the final class (each day) turning off non-essential equipment and lights.</p> <p>Posters can also be placed around the school to remind staff and students. The more they are reminded, the more likely they are to switch off equipment before heading home every day.</p>

Impact Measurement
<p>Review your daily energy use on the ENERGE platform, or review monthly energy bills to see if the intervention is effective.</p> <p>You may notice a big improvement in out of hours energy use in the first few weeks, however, these improvements may disappear after some time if the students/staff are not reminded.</p> <p>The final person to exit the school each day will have the role of checking all non-essential light switches are turned off. If the same non-essential lights are constantly left on, school management and staff should be informed and the areas should be noted. Following this, staff should be asked to pay particular attention to these areas.</p>



Facilitators	Barriers
<p>The ENERGE Platform will provide assistance for the school management with analysing electricity bills and comparing against baseline electricity consumption. ENERGE will also provide posters for the 'Switch it Off' initiative.</p> <p>The following interventions are linked to this intervention and act as facilitators: 002 Switch it Off – Weekend Checks 003 Switch it Off – Cleaning/Security Staff 005 Switch it Off – Stickers 006 Switch it Off – Out of Hours Audit</p> <p>We recommend that if you run these interventions as a package for maximum effect.</p>	<p>Some lights and equipment may have to be left on for essential purposes, this equipment should be clearly marked as essential using a "do not switch off" sticker or similar reminder.</p>

Intervention Process
<ol style="list-style-type: none"> 1. Place the ENERGE 'switch it off' posters around the school. 2. For the first week, remind all staff and students to turn off all electrical devices. 3. The final person to vacate and lock up the school each day must check all rooms in the school and make note of any lights which were left on. (If any are left on, they must contact the last class/teacher to leave the room the following day. Or the whole school can be notified of the mistake over the intercom on the following day-this will motivate people to be diligent with the intervention) 4. School management will also analyse electricity bills to identify if there have been any reductions in energy usage since the intervention was introduced.

School Comments/Notes