**Energy Tour- Record**

**School Name…………………………………………….**

1. **School Building**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Number of people in the school community | School Opening –Closing hours | Building Construction Date/Renovation Date | Spaces/Rooms used after school working hours (evening classes/parents meetings..) | School Canteen Opening-Closing hours | Problems –Defects-Deficiencies in the building |
| Students:  Teachers:  School Support staff (general duties, cleaners, technical maintenance…): |  |  |  |  |  |
| 1. **Windows**  |  |  |  |  |  | | --- | --- | --- | --- | --- | | Windows  Placement Year | Framing (aluminum  or wood?) | Glazing (single or  double)  Are there shutters/curtains? | How do windows open? Wide open/half - the way windows open affects the ventilation | Problems –Defects-Deficiencies | |  |  |  |  |  |  1. **Heating**  |  |  |  |  |  | | --- | --- | --- | --- | --- | | What type of heating? Central heating/fuel oil/gas/electric  /solar energy/..other | Characteristics of the boiler  ( kW) | Heating circuit. One or more circuits? Insulated pipes? Sensor for outside  temperature? Valve types? | Working hours of heating in school hours? Set Temperature at heating function? Heating function after school hours? | Complaints.  Too warm/cold classrooms.. | |  |  |  |  |  |  1. **Lighting**  |  |  |  |  | | --- | --- | --- | --- | | Types of lights in the classrooms, offices, labs, corridors, gym….  Incandescent bulbs, fluorescent bulbs (LED), spotlights.. | Are there any motion sensors?  where?  Are there lighting dimmers? where? | Outdoor lighting? In which areas?  How many hours does it operate? | Year of change of the lighting system?  (If there has been one) | |  |  |  |  |  1. **Appliances**  |  |  | | --- | --- | |  | Number | | Computers/Printers |  | | Interactive blackboards |  | | photocopiers |  | | Projectors (Ceiling/portable) |  | | Fridges/ coffee machines/kettles |  | | School canteen equipment |  | | Air conditioning |  | | Other  …………………………………………………….  ……………………………………………………… |  |  1. **Users’ Attitudes**  |  |  |  |  |  | | --- | --- | --- | --- | --- | | Lighting (eg lights on during the break.)  on a l  room) | Heating  (eg maintenance /blocked radiators) | Appliances (on/off/stand by..) | Ventilation of premises  (eg rooms with poor quality  of air) | Doors/windows (eg open doors with radiators  on) | | pl |  |  |  |  | | | | | | |