**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**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| WindowsPlacement Year | Framing (aluminumor wood?) | Glazing (single ordouble) 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 outsidetemperature? 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 lroom) | Heating (eg maintenance /blocked radiators) | Appliances (on/off/stand by..) | Ventilation of premises(eg rooms with poor qualityof air) | Doors/windows (eg open doors with radiatorson) |
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