



## 10:10 for Schools: Full Details

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### What exactly are we aiming to reduce by 10%?

Joining **10:10** is a commitment to aim for a 10% reduction across four key areas of your carbon footprint:

**Grid electricity:** This includes all electricity sourced from the national grid. Your electricity supplier should be able to provide accurate records of this, but if your bills are based on estimated meter readings you should ensure you have carried out an accurate meter reading before the start of your **10:10** action year. Note that **10:10** does not recognise green tariffs as counting towards your 10% reduction.

**On-site fossil fuel use:** For most schools this means gas for heating and kitchen use, but it also includes other on-site fuels such as coal and heating oil. Your fuel suppliers may be able to provide accurate records but if data is missing for any of this fuel use, then your school should (a) start tracking usage and (b) attempt to reduce it by 10% relative to a best estimate of the previous year's total.

**Vehicle fuel use:** This area clearly applies less to schools than other organisations, but if your school does own a minibus or similar, then it is an area that can be measured. If your school doesn't currently track consumption in litres, then using fuel receipts and converting amount spent using standard indices into litres is a good alternative. If your school does not currently keep track of this data, it should (a) start tracking it and (b) aim for a 10% reduction relative to a best estimate for last year. Whilst the aim is not to discourage participation in activities such as sports events for which a minibus may be required, the intention is to get schools to consider whether it is necessary to use a minibus every time. It may be that you can engage your staff and wider school community in reducing their vehicle use by 10% too.

**Air travel:** The aim here is to reduce the carbon footprint of an organisation's air travel by 10%. Again this area will apply less to schools than other organisations, if at all. But if your school does use air travel for school trips, then this could make up a significant part of your school's overall footprint, and it may be that you can find ways of reducing it. If your school uses air travel, but does not currently measure it, then you should (a) start measuring it, and (b) aim for a 10% reduction relative to a best estimate for last year. Again if you can engage your staff and wider school community in reducing their air travel by 10%, so much the better.

### Is that 10% in each of the four areas, or 10% overall?

The simplest way to meet the **10:10** challenge is to make the 10% saving in each of the four categories just described. However, schools that prefer can choose instead to aggregate the emissions from all four categories (using the **10:10** calculator – available from 2010 – or standard CO<sub>2</sub> conversion figures) and aim for a 10% reduction in the total.

### What about our other emissions?

The four areas described above cover the majority of the carbon footprint of most schools. Focusing on these allows us to keep the **10:10** ask simple and easy to understand. Of course, the ultimate aim is to reduce your school's overall carbon footprint by 10%, so, for example, looking into how you procure resources for the school so that you can reduce the number of deliveries is another area where you could make a 10% reduction.

### When do we need to make the cuts?

The **10:10** target is a 10% reduction in emissions over a twelve month period (your action year) compared with the twelve months immediately before (your baseline year).

Your school can choose any date between 1 September 2009 and 31 August 2010 to mark the end of the baseline year and the start of the action year. Many schools will find it easiest to align their **10:10** years with their financial or carbon accounting years (e.g. April to April). Others may choose an earlier or later start date because they've already starting cutting emissions or because they need some extra time to prepare.

### What if our school is growing?

The ultimate aim of **10:10** is to achieve a 10% cut in your school's total emissions, compared to the total emissions of the previous year.

However, a school's emissions will clearly be linked to the number of students and staff. If a school is growing in terms of student / staff numbers, its emissions are very likely to go up; if it contracts, its emissions will tend to fall.

For this reason, the **10:10** target for schools needs to be relative to student / staff numbers. So if your school grows or contracts during your **10:10** action year, your target for emissions cuts will need to reflect the percentage increase / decrease. This is known as a reduction in carbon intensity.

For example, if your school numbers increased by 30 students relative to the baseline year, you would need to work out what that is as a percentage increase of your total number of students and aim for a 10% cut from the resulting figure.

### What about carbon offsets?

**10:10** does not recognise any form of carbon offsetting as counting towards your 10% cut. That's because the whole aim of **10:10** is to reduce emissions directly – within the UK.

### How will our 10:10 progress be measured?

A key part of signing up to **10:10** is committing to keep track of your use of electricity, fuels and flights so that you can measure progress in reducing emissions.

Once you have this data you can use our simple online tool (available from 1 September 2010) to see how your savings are adding up. There's no obligation to use the tool, but we think you'll find it useful and it helps ensure you're working out your emissions cut correctly.

### Will we be audited or put in a league table?

No, there will be no independent audits – unless you want to commission one yourself – and no league tables. However, we do ask that before you make any public claims about the emissions savings achieved as part of your **10:10** action, you (a) run your figures through our online tool, and (b) make sure the documentation supporting your data is available to **10:10** on request.

### How will our 10:10 participation and progress be communicated?

We strongly encourage every school signing up to **10:10** to use our logo to communicate its participation during the action year. The more you show off the logo, the clearer it will be that you're doing your best to reduce emissions. And you'll be helping to spread the word about the **10:10** project, too.

During the action year, we'd very much like to hear of any successful, innovative or funny ways that your school has discovered to reduce its emissions. **10:10** will help publicise the best stories through our media partners. **10:10** recognizes all cuts as a success but those schools achieving the full 10% could feature prominently in coverage of the project.

At the end of your action year your school will be listed on the **10:10** register of successful participants and you can continue to use the **10:10** brand if:

- (a) you report your emissions data to **10:10** using our online tool, and
- (b) our online tool shows that an emissions reduction of at least 3% was achieved.

### What about longer-term cuts?

**10:10** is about making headway on the journey to a genuinely low-carbon economy, so we encourage schools to approach the short-term challenge in a way that recognises the need for further cuts in the future.

More specifically, schools should try to ensure that the emissions savings made during their **10:10** action year are locked in for the long term – and that the action taken will complement rather than impede longer-term further cuts.

In practice this means thinking carefully about investment decisions – for example, opting for best-in-category efficiency ratings when installing new boilers, computers and other equipment, as opposed to models that are only slightly more efficient than the ones being replaced.

One of the advantages of joining **10:10** is that it helps you to get ahead of the pack in terms of sustainability. This will not only cut your energy costs in the short term but will put you at a strategic advantage in the longer term. Britain is committed to emissions cuts of at least 34% by 2020 (relative to 1990) and the coming years will see high-carbon schools being squeezed harder and harder by laws put in place to make sure this target is met.

### Do we need to do anything else if we sign up?

Joining **10:10** is not just about reducing your own school's emissions: it's about becoming part of a national drive to reduce the entire country's carbon footprint. As such, an important part of the **10:10** commitment is spreading the word and seeking to get the wider school and local community involved.

One key way that schools can spread the word is by encouraging their staff, students, parents and governors to sign up to **10:10** as individuals. Helping them hit the target – by, for example, implementing the government's cycle-to-work scheme, having a weekly meat-free day, or supporting lift-sharing or car-pooling – will reduce emissions directly as well as increasing engagement with your school's emissions cuts.

Our partners **ActionAid** are developing an exciting **10:10** education programme to complement your school's emissions reductions. Please contact [schools@1010uk.org](mailto:schools@1010uk.org) to find out more.