Check-list for making a Biodiversity Action Plan

reach

A biodiversity action plan can help you set long-term objectives and develop an implementation programme that will:

1 State what is needed to achieve the objectives

2 Set targets and deadlines

3 Agree responsibilities for staff, where appropriate

4 Develop ways of monitoring the work

5 Get agreement for all areas of the plan from governors, teachers, parents and pupils etc

6 Implement the plan

7 Inform partners about progress (local authority services/ contractors/ landscape architects, wider school community, school management, staff, pupils, grounds maintenance)

8 Review the plan regularly

You may like to use the following pro-forma to help you develop your implementation programme. The number of targets you have will depend on the scale of the project. An example of a planning table is given here and also a blank table for you to use during your own project.

Project	Improving biodiversity in Green Bank Primary School grounds, September 2014 to July 2015

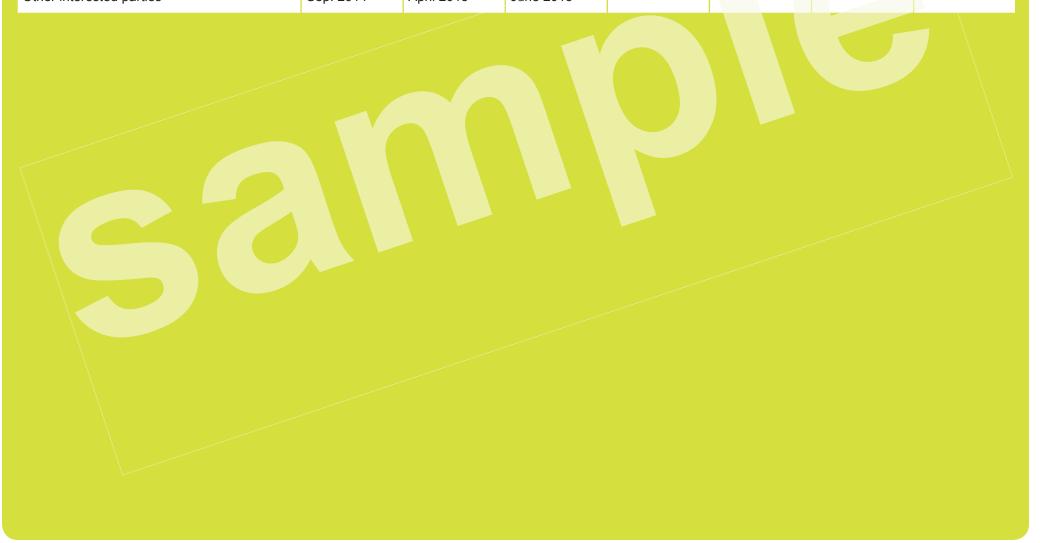| Objectives	
	Increase biodiversity in terms of birds and small animals
	Increase biodiversity in terms of shrubs, bushes and trees
	Set up another outdoor learning area for adventurous play
	Train all teachers and support staff in biodiversity and outdoor learning

Targets	By who?	By when?	Achieved?
1 Set up a wildlife area to include a bug hotel	Years 1 and 2, materials sourced through county	Dec. 2014	
2 Set up a birdlife area	Years 5 and 6 with funding from PTA and school fete	Dec. 2014	
3 Plant 10 native trees and 10 native shrubs	PTA	Nov. 2014	
4 Plan, design and build adventurous play area to include rope swings, climbing wall and scramble path	Plan and design: Mr Jenkins (landscape gardener on governors) Build: Parents with funding from PTA and county	Jan. 2015 July 2015	
5 All teachers and support staff trained with Forest Schools	Forest Schools	July 2015	
6			

Review points	Dates						
Target 1 Set up a wildlife area to include a bug hotel	Sep. 2014 Decide upon areas to be left untouched and collect pallets, logs, card-board etc.	Oct. 2014 Decide upon position and plan build of bug hotel	Nov. 2014 Build bug hotel	Dec. 2014 Complete			
Target 2 Set up a birdlife area	Sep. 2014 Review current bird species. Decide upon which species are also need-ed in area. Plan positions and numbers of boxes, feed-ers and baths required.	Oct. 2014 Receive bud-get from PTA and school fete. Plan spend and source.	Nov. 2014 Build and place boxes, feeders and baths.	Dec. 2014 Complete			
Target 3 Plant 10 native trees and 10 native shrubs	Sep. 2014 Plan positions for maximum effect.	Oct. 2014 Plant.	Nov. 2014 Complete				
Target 4 Plan, design and build adventurous play area to include rope swings, climbing wall and scramble path Plan and design Build	Oct. 2014 Draft plan to governors	Dec. 2014 Final plan agreed by governors	Feb. 2015 Costed and supplies or-dered	April 2015 Supplies received and build started	June 2015 Build	July 2015 Complete	
Target 5 All teachers and support staff trained with Forest Schools	Dec. 2014 FP staff trained	April 2015 Lower KS2 staff	June 2015 Upper KS2 staff trained				
Target 6							

How will the targets be monitored?	By who?	By when?	Achieved?
1 Set up a wildlife area to include a bug hotel	Class teachers and governors	Oct. & Dec. 2014	
2 Set up a birdlife area	Class teachers and governors	Oct. & Dec. 2014	
3 Plant 10 native trees and 10 native shrubs	Head teacher	Oct. & Dec. 2014	
4 Plan, design and build adventurous play area to include rope swings, climbing wall and scramble path	Plan and design – Head teacher, governors Build – Head teacher, governors	Oct. & Dec. 2014 Feb. & April & June 2015	
5 All teachers and support staff trained with Forest Schools	Deputy Head	Dec. 2014 & April & June 2015	
6			

Communication points	Dates						
School	Oct. 2014	Nov. 2014	Dec. 2014	Feb. 2015	April 2015	June 2015	
Parents	Sep. 2014	Nov. 2014	Dec. 2014	Feb. 2015	April 2015	June 2015	
Local Authority	Sep. 2014	Dec. 2014	April 2015	June 2015			
Other interested parties	Sep. 2014	April 2015	June 2015				

Project	

Objectives

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Targets	By who?	By when?	Achieved?
1			
2			
3			
4			
5			
6			

Review points	Dates						
Target 1							
Target 2							
Target 3							
Target 4							
Target 5							
Target 6							

How will the targets be monitored?	By who?	By when?	Achieved?
1			
2			
3			
4			
5			
6			

Communication points	Dates						
School							
Parents							
Local Authority							
Other interested parties							