

# 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

Objectives

---

---

---

---

---

---

Targets

By who?

By when?

Achieved?

1			
2			
3			
4			
5			
6			





Communication points

Dates

School							
Parents							
Local Authority							
Other interested parties							