**Eco-Committee Guidance**

The Eco-Committee is the action team and the driving force behind your sustainability journey.

 It must include:

• Children chosen or elected to represent different age groups and the whole setting

• A member of staff (the Eco-Coordinator) to support but not lead the committee

The Eco-Committee should also include the following where possible:

• Member of the senior management team

• Bursar/Business Manager

• Governor(s)

• Parent(s)

• Non-teaching staff member(s)

• Caretaker or site manager

• Representative(s) from local authorities

• Member of the local community

It is important to decide how the Eco-Committee will keep the rest of the setting informed about decisions and involved in the projects that will take place. Using the setting newsletter, website or making presentations can help.

You don't even have to call yourself an Eco-Committee if you don't want to. You are free to be as imaginative and creative as you like in naming your action team.

**The role of the Eco-Committee**

The Eco-Committee is tasked to:

• Ensure that the whole setting is aware of the Sustainability programme

• Take the lead in carrying out the Environmental Review

• Ensure that everyone in the setting is represented in the decision-making process (as far as possible)

• Provide a link between children, staff, senior management team, governors and the whole community

• Take the lead in delivering the Action Plan

The size of the Eco-Committee and where and how often it will meet is decided by each setting, although we recommend that the team meets at least every eight weeks. The Eco-Committee must keep a record of their decisions and the minutes of their meetings should be reported back to the senior management team, parents etc.