

# General Checklist for the school

This checklist should already be completed by the responsible teacher even before the climate check. If the school has more buildings in different places this general checklist should be done for each of them. Please, copy this completed checklist for the secretary, the caretaker as well as teachers or other partners, who help the pupils with the climate check! Please, get a horizontal plan of the school building(s) and make copies to hand them out.

School (all locations if applicable): .....

Done by/questions should be addressed to: .....

Date: .....

**1 How many pupils, teachers and other staff are/were there at this school?**

	now	one year ago	two years ago	three years ago	four years ago
Pupils	.....	.....	.....	.....	.....
Teachers	.....	.....	.....	.....	.....
Other staff	.....	.....	.....	.....	.....
Sum	.....	.....	.....	.....	.....

**2 What is the size of the used floor area of the school building (heated surface, cleaned area)?**

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 .....  
 .....

**3 At what times is the building used for normal class?** .....

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 .....  
 .....  
 .....  
 .....

**4 To what extend is the school used for other activities?** (study groups, sports events, etc. - please name the kind of activity, the rooms used and times of use!).....

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