



ECO AMBASSADORS MEETING

AGENDA

Meeting Details

Date: 12TH May 2026

Location: Forest School Room

Time: 11.30am

Meeting Chair: Mrs Douglas

Minute Taker: Mrs Radford

1. Welcome and Apologies

Welcome attendees

Record attendance: All in attendance

Albie	Olivia	Oscar	Travis	Isla-Mae
Kayden	Seb	Aiden	Darcey	Annie
Olive	Grayson	Martha	Nina	Eliza

Note apologies for absence: None

3. Celebrating Successes

Discussion of positive environmental actions and achievements since the previous meeting.

All children said they were very proud to have become Eco Ambassadors.

As this was the first meeting, there were no successes to report yet. The purpose of the meeting was to discuss and put actions into place for future activities and projects.

4. Feedback from Gardening Club

Gardening Club – Summer Term 1 Update

Gardening Club has been running during Summer Term 1. Children attending the club shared the activities they have been completing, including clearing the large flower bed, de-weeding, and planting seeds and flowers donated by children and parents.

It was noted that the flower bed will need regular watering during the warmer weather.

Actions:

- Mrs Heath to ask some of the children to help with watering the flower bed.

- Gardening Club to continue watering again on Thursday.

5. Current Environmental Issues

Recycling	Litter and waste	Energy conservation
Water conservation	School grounds and biodiversity	Food waste
Plastic reduction		

Litter:

The children noted that there is a significant amount of litter around the school site. They also observed that there are currently no bins on the field and felt that introducing bins in this area could help reduce littering.

Energy:

The children noted that lights are often being left on in classrooms and other areas when no one is in the room.

6. Project Planning

Proposed Initiative	Actions Required	Target Date
Littering	<p>Recycling bins to be introduced for different types of waste, including plastics and food waste.</p> <p>Litter picking to take place every Friday, with four children responsible for litter picking around the playgrounds.</p> <p>Action: Mrs Radford to organise a rota for Summer 2 to ensure all Eco Ambassadors have a chance to take part.</p> <p>Action: LD to investigate the possibility of placing bins on the school field.</p>	<p>May 2026</p> <p>September 2026</p>
Energy Saving	<p>The children suggested creating a rota for Eco Ambassadors to check classrooms and other areas for lights that have been left on unnecessarily and switch them off where appropriate.</p> <p>Action: Eco Ambassadors agreed to create reminder signs to display</p>	<p>July 2026</p>

Proposed Initiative	Actions Required	Target Date
	around school to encourage people to turn lights off when they are not needed.	
<p>Paper Recycling</p>	<p>Recycling – Paper</p> <p>The children suggested reusing paper boxes as recycling containers for paper waste in classrooms. They will create a sign for the boxes reading “Paper Waste Recycling”.</p> <p>Action: Mrs Radford to create a rota for two Eco Ambassadors to collect and empty these boxes into the main recycling bins every Friday.</p>	<p>May 2026</p>
<p>Lost Property</p>	<p>Mrs Radford will put in place a rota for Eco Ambassadors to collect lost property from the playground and return any named items to the appropriate children when identified.</p>	<p>September 2026</p>

7. Upcoming Events and Campaigns

Event/Campaign	Date	Preparation Required
Green Week		<p>Green Week (6–12 June) The school will be taking part in Green Week from 6–12 June. The aim is to encourage as many children as possible to walk, cycle, or scoot to school, or to car share where possible, in order to reduce car usage. It was acknowledged that this will not be possible for all families, but the focus is on promoting more sustainable travel where feasible.</p> <p>Promotion The Eco Warriors have been asked to create a poster by Wednesday 20th May to promote Green Week to children and parents. These will be displayed around school and shared on school communication platforms.</p> <p>Monitoring Impact To measure the impact of Green Week, children will complete a travel survey next week to record how they travel to school. This will then be repeated during Green Week to compare results and identify any changes.</p>
Eco Ambassador Statement		The Eco Warriors have been asked to create a short statement to describe the school’s vision and ethos in relation to environmental responsibility. They will reflect on this and bring their ideas to the next meeting for discussion

9. Any Other Business (AOB)

For next agenda the Eco Ambassadors wish to discuss biodiversity and nature/wild life.

10. Date of Next Meeting:

Thursday 2nd July 2026