







## School lighting and heating audit

Room number or name	Type of lighting and number	Number/type yes/no etc.
eg. Class 8	Number of lights	15
	Type of lights LED/T5/T8/T12?	
	Number of light switches	
	Motion sensors for lights?	
	Lux sensors for lights?	
	Posters/blinds blocking windows?	
	Are lights switched off when the room is empty?	
<b>Heating</b>	Type of heating – gas central/oil/lpg/electric	
	How many radiators?	
	Is there a thermostat?	
	Does it work?	
	What temperature is it set at?	
	Is a heat source placed below the thermostat such as a computer or laptop charging trolley? If so remove the heat source if possible as it will affect the functioning of the thermostat.	
	Are there valves on the radiators for controlling the temperature? (TRV's)	
	Do the valves work? If not inform the site manager/caretaker	
	Type of windows- single/double or triple glazed	
	Have any of the windows got condensation inside the glazing? If so report to the site manager as this means the unit has failed.	
	Can the windows be opened for ventilation? If not how is the room ventilated?	
	Is furniture in front of radiators blocking the heat?	
	Exit from the room via an internal door such e.g. into a cloakroom or to an external door?	
	If external door is it self-closing?	
	Is the room often too hot or too cold? If so at what time of the day?	
	Which direction is the room facing –north, south, east or west?	

