### Action plan template

Your questionnaire to inform an action plan gave an insight into the frequency of outdoor learning in your school, where it is being conducted and the main areas of support that would encourage staff to take learning into a local greenspace. You could create a summary of the results of this questionnaire below and revisit it at a later date to see if there have been any changes.

Consider the answers in parts B to D of the template when creating bespoke key action points for learning in local greenspace in part E.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **A** | Learning in local greenspace project | | | | |
|  | Action Plan for | School Name |  | | |
|  |  | Local Authority |  | | |
|  |  | Version |  | Date |  |
|  |  | Prepared by |  | | |

|  |  |  |
| --- | --- | --- |
| **B** | Use of school grounds for outdoor learning  These questions give greater insight into how embedded outdoor learning currently is in the school. | |
|  | Does the school use its school grounds for outdoor learning? | Yes / No |
|  | Approximate % of staff using school grounds on a regular basis (i.e. at least once a month) |  |
|  | Approximate % of staff using school grounds on an occasional basis (i.e. at least once a term but not more than once a month) |  |
|  | Approximate % of staff rarely or never using school grounds |  |

|  |  |  |  |  |  |
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| **C** | Use of local greenspace for outdoor learning | | | | |
|  | Does the school use a local greenspace for outdoor learning? | | Yes / No | | |
|  | Site/s name |  | Approximate walking distance (minutes) |  | |
|  | Site/s location |  | | | |
|  | Approximate % of staff using local greenspace on a regular basis (i.e. at least once a month) | | | |  |
|  | Approx. % of staff using local greenspace on an occasional basis (at least once a term but not more than once a month) | | | |  |
|  | Approximate % of staff rarely or never using local greenspace | | | |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **D** | Perceived support required to encourage staff to take learning into a local greenspace | | | |
|  | (tick all that apply and comment as required) |  |  |  |
|  | If we had school/LA support [SPECIFY] |  | If we knew learning outdoors was worth the effort |  |
|  | If we knew where to go |  | If the place was nearer |  |
|  | If we knew who owned/managed the place |  | If we had support from the owner/manager [SPECIFY] |  |
|  | If the place was better [SPECIFY] |  | If we knew what to do there with pupils |  |
|  | If there was more to do there with the pupils |  | If our pupils had suitable clothing/footwear |  |
|  | If we could get enough adult helpers |  | If the place was safer [SPECIFY] |  |
|  | Other [SPECIFY] |  |  |  |
|  | Additional comments | | | |
|  |  | | | |
|  | Local organisations or businesses who have supported you to use your grounds or local greenspace | |  | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **E** | Key actions identified to develop outdoor learning at the school  Add, duplicate or delete rows and amend as appropriate. Don’t forget to consider how pupils, parents, the local community and local organisations could be engaged in the project. To fully embed learning in local greenspace in your school it should be included in your School Improvement Plan. Support to overcome barriers is available in the resource ‘Beyond your barriers: easy steps to learning in local greenspace’ | | | | | | |
|  | **Support need identified/ embedding outdoor learning throughout the school and across the curriculum** | **Action identified** | | **Lead** | | **Supported by** | **Date to be completed by** |
|  | If we knew where to go |  | |  | |  |  |
|  | If we knew who owned/ managed the place |  | |  | |  |  |
|  | If we had support from the owner/manager (add details) |  | |  | |  |  |
|  | If we had school/LA support (add details) |  | |  | |  |  |
|  | If we knew learning outdoors was worth the effort |  | |  | |  |  |
|  | If the place was nearer |  | |  | |  |  |
|  | If the place was safer (add details) |  | |  | |  |  |
|  | If the place was better (add details) |  | |  | |  |  |
|  | If we knew what to do there with pupils |  | |  | |  |  |
|  | If there was more to do there with the pupils |  | |  | |  |  |
|  | If our pupils had suitable clothing/footwear |  | |  | |  |  |
|  | If we could get enough adult helpers |  | |  | |  |  |
|  | Other (add details).  Consider any additional issues highlighted and how these could translate into actions. |  | |  | |  |  |
|  |  |  | |  | |  |  |
|  | Embedding outdoor learning throughout the school and across the curriculum  (Look at all the suggested actions together. Are these alone enough to instigate change or is there a missing factor/incentive that needs to be considered?) |  | |  | |  |  |
|  | Are any additional actions required as a result of your greenspace audit? |  | |  | |  |  |
|  | **Date Action Plan/progress to be reviewed** | |  | **Name** |  | | |