









	What? What is the problem?	Where? Where is the problem? Be specific!	Why? Why is it a problem? What if we do nothing?	Who? Who did you interview?	How? How might we solve the problem?	What's great?!
 Food & Drink	Lots of food wasted from school meals	School kitchen and canteen	Over ordering? Poor storage? Unsuitable menu? Not enough time to eat?	Mrs Bacon, school cook?	Set achievable reduction targets Timelines for reviews & deadlines Quarterly surveys to see if students are enjoying food Composting facility Better portion control Promote 'no waste lunch'	Jugs of water available to top up our re-useable bottles
 Health & Well-being	Stuffy classrooms	Maths classroom on second floor	Can't open some of the windows	Mr Pythagoras, Maths Teacher	Report to site staff to fix	Parents can attend a keep fit class on Tuesday evenings
 Travel & Traffic	Car blocking disabled parking space	School car park by the main entrance	Disabled visitors can't park close to the school entrance			
 Inclusion & Participation	No welcome signs in other languages spoken in school	School reception area				

	What? What is the problem?	Where? Where is the problem? Be specific!	Why? Why is it a problem?	Who? Who did you interview?	How? How might we solve the problem?	What's great?!
 Purchasing & Waste	Use of throw-away polystyrene and plastic in the dinner hall					
 Energy & Water	Dripping taps					
 Buildings & Control	Water dripping from ceiling into bucket					
 Global Dimension	Staff coffee not Fairtrade					

EXAMPLE
side two