



Sample email from principal to school staff about energy conservation practices

Our school is participating in the King County Green Schools Program. The program provides ongoing assistance and recognition.

This school year, in addition to waste reduction and recycling, we will continue our energy conservation practices, and I'd like all students and staff members to participate. Teaching students about conserving natural resources also aligns with the NGSS and Common Core learning standards.

In this ongoing effort, our teachers and other staff members are important role models for students.

Energy conservation reminders

- Turn off lights when the room is unoccupied.
- Turn off electrical equipment – computers, monitors, interactive whiteboards, and document cameras – at the end of the day.
- Close doors that open to outside and close windows when heat is on.
- Close window blinds at the end of the day to keep in the heat. Open blinds during the day to take advantage of natural light (which benefits student learning) and heat.

King County Green Schools Program provides energy conservation stickers and signs that will remind students and staff members to turn off lights and equipment.

Thank you for conserving natural resources and serving as a good model for our students.