# Water Infrastructure Audit (template)

Click or tap here to enter text.

Fill out the table below to record your school’s water infrastructure. Your school grounds staff or facilities manager may be able to assist with the information requested in this template.

This infrastructure audit will help you complete your school’s water audit, create a Water Conservation Annual Action Plan (A1.1, A2.1) and the water maintenance procedure (A2.6) (templates available).

Your **ResourceSmart Schools (RSS) Regional Facilitator** can assist to complete this template, email schools@sustainability.vic.gov.au

For support with RSS Online email [help@resourcesmartschools.vic.gov.au](mailto:help@resourcesmartschools.vic.gov.au)

*Note - tailor this template as required. Add rows where needed. Remove all green shaded text when the document is complete.*

|  |  |
| --- | --- |
| Water supply | Comments |
| Mains water administered by (water authority):  Meter location(s): |  |
| Water entitlement administered by:  Metered ☐ Unmetered ☐  Meter location:  Megalitres total: |  |

|  |  |  |
| --- | --- | --- |
| Number of toilet blocks/change rooms | | |
| Internal | Number = | Interpretive water conservation signs at sinks  Taps have flow controllers installed  Sinks have overflow mechanism  Toilets are dual flush  Has a urinal  Has a shower(s)  Shower has a flow controller |
| External | Number = | Interpretive water conservation signs at sinks  Taps have flow controllers installed  Sinks have overflow mechanism  Toilets are dual flush  Has a urinal  Has a shower(s)  Shower has a flow controller |

|  |  |  |
| --- | --- | --- |
| Drinking fountains/bubble taps | | |
| Location | Number of outlets | Comments |
|  |  |  |
|  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Internal taps/sinks/hot water services | | | | | |
| Location  *(add rows as needed)* | Number of sinks with only cold water | Number of sinks with hot and cold water | Number of hot water boiling units | Number of hot water services | Water usage (rinse and wash) interpretative signs present? |
| Staffroom  (add an additional row for each staff room) |  |  |  |  |  |
| Main office area |  |  |  |  |  |
| Classroom X |  |  |  |  |  |
| Classroom X |  |  |  |  |  |
| Classroom X |  |  |  |  |  |
| Art area |  |  |  |  |  |
| Library |  |  |  |  |  |
| Food technology area |  |  |  |  |  |
| Science area |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| External taps/watering systems | | | | | |
| Location  *(add rows as needed)* | Timer fitted | Watering a mulched garden | Use mains or tank water | Flow control fitted to taps | Leaks monitored by |
|  |  |  |  |  |  |

|  |  |
| --- | --- |
| Water using devices (dishwashers/washing machines) | Comments |
| Description:  Location:  Star rating: |  |
| Description:  Location:  Star rating: |  |

|  |  |
| --- | --- |
| Water collection tanks | Comments |
| Location:  Capacity:  Fed from:  Feeds into:  Top up mechanism? |  |
| Location:  Capacity:  Fed from:  Feeds into:  Top up mechanism? |  |

|  |  |  |
| --- | --- | --- |
| Water usage monitoring system | | Comments |
| SWEP data logger and/or smart meter (A2.4).  Location: | Yes/No |  |
| Identified issues followed up by: | | |

|  |  |  |
| --- | --- | --- |
| Summary of results/action plan | | |
| What needs to be done? | Who will do this? | It will be completed by: |
| *Example: Join Schools Water Efficiency Program* | *Assistant principal* | *Completed by week 4 term 1* |
|  |  |  |

## Reach out for assistance

RSS Facilitators can help you:

* plan or promote your program
* locate additional resources that will assist you to complete the module
* conduct audits with students
* organise activities for your student action team
* find networks of like-minded staff and students to support your work
* progress your RSS module completion and certification.

To connect with your local facilitator email [schools@sustainability.vic.gov.au](mailto:schools@sustainability.vic.gov.au)

For support with RSS Online email [help@resourcesmartschools.vic.gov.au](mailto:help@resourcesmartschools.vic.gov.au)

**ResourceSmart Schools is a free program offered by Sustainability Victoria that supports Victorian schools to embed sustainability across the school facilities, community and curriculum, while saving resources and money for the school.**

**To register to become a ResourceSmart School, visit:** <https://my.resourcesmartschools.vic.gov.au/>

**or email** [schools@sustainability.vic.gov.au](mailto:schools@sustainability.vic.gov.au)