

## Environment and Sustainability

<b>This policy has been written for...</b>	All staff at West Heath School whatever their particular role should be familiar with the requirements of this policy. Its implementation is the collective responsibility of all staff.
<b>Copies of this policy may be obtained from...</b>	<ul style="list-style-type: none"> <li>• The School <b>web site</b> - <a href="http://www.westheathschool.com">http://www.westheathschool.com</a></li> <li>• It is available as a hard copy on request from the <b>school office</b></li> <li>• Hard copies for reference are filed in the <b>staff room</b></li> </ul>
<b>This policy links with the following policies</b>	none
<b>Participants and consultees in the formulation of this policy were...</b>	The Principal, senior leadership team, estates manager and the trustees of the School.
<b>Edition, Review frequency and dates</b>	This is edition 1, released June 2016. This policy will be <i>reviewed annually</i> . It is due for review in June 2017.
<b>Relevant statutory guidance, circulars, legislation &amp; other sources of information are...</b>	<ul style="list-style-type: none"> <li>• Kent County Council environmental policy, available at <a href="https://shareweb.kent.gov.uk/Documents/environment-and-planning/environment-and-climate-change/environment-policy.pdf">https://shareweb.kent.gov.uk/Documents/environment-and-planning/environment-and-climate-change/environment-policy.pdf</a> accessed 27th May 2016</li> </ul>
<b>The Lead Member of staff is</b>	Vice Principal – Commissioning and Development
<b>Definitions and key terms used in this policy...</b>	<p>The word '<b>environment</b>' is used throughout this policy.</p> <ul style="list-style-type: none"> <li>• <b>Environment – relates to the school site and areas of study for our students</b></li> </ul>
<b>The Rationale and Purpose of this policy</b>	West Heath School recognises that our activities have an impact on the environment, that we have a responsibility to ensure that these impacts minimise the use of natural materials and that where possible we follow a proactive approach to recycling.
<b>Appendices</b>	none

## Introduction

The principles and practice set out in this policy are grounded in knowledge that natural resources and the environment should be protected and maintained for future generations. To reduce and minimise our environmental footprint

## The Aims of this policy

1. To reduce our use of natural resources including mains supplied materials such as Water, Gas and Electric
2. To recycle materials
3. To respect the environment and have an approach of maintaining the 'natural' aspects of our school site

## The Objectives to meet the above aims

### Facilities and infrastructure

#### Gas / Water / Electric

Monitoring the use of all mains services in all areas of the school environment. Where necessary the school will replace equipment to ensure that the highest energy rating efficiency is maintained.

#### Paper

Paper will be re-used within the classroom.  
Printing will be monitored and controlled to avoid excess waste  
Paper displays will be taken down carefully and re-used wherever possible.  
Paper will be used on both sides wherever possible.

#### General

Outdated or unwanted equipment will be offered to others who might have a use for it.  
Good condition items, including football boots and trainers, will be collected washed and sold or given to children.

#### Recycling

We recycle paper and card.  
We have a central collection point situated in the area outside the staff room block  
Paper is collected in boxes in every class room and office area.  
Paper is collected on a daily basis by cleaning staff and placed in recycle bins  
Cartridges from computer ink will be collected and disposed of via approved suppliers – managed by the IT department

#### Restore

School habitats such as the vegetable gardens, hedgerows, boarding house gardens etc used by students, will be maintained with the natural Flora, fauna the natural habitat of living creatures in mind.  
Areas disturbed by sport, by accident, or by malicious damage will if possible be restored to its original condition.  
Children will be encouraged to treat all school equipment with respect.  
Books and other equipment will be repaired wherever possible

**Procedures & Practices relating to the implementation of this policy**

Expenditure to be monitored by the Estates Manager – Mains services  
Containers and resources for recycling to be maintained by caretakers

**Monitoring & Evaluation**

Head of Finance  
Estates Manager