



ENVIRONMENTAL SUSTAINABILITY POLICY

Fulbourn Primary School

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Environmental Sustainability Policy

Introduction

At Fulbourn Primary School we are committed to educating our pupils about environmental concerns and the importance of living sustainably. We recognise our responsibility to ensure that pupils are prepared for a world impacted by climate change through learning and practical experience

We encourage both pupils and staff to think about the environment and how their actions will impact upon their local surroundings, as well as the global environment.

Effective use of this policy will ensure pupils are taught about environmental sustainability, promote an eco-friendly attitude, and ensure that the school itself is as sustainable as it can be.

1 Legal Framework

1.1 This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Climate Change Act 2008
- The Ozone-Depleting Substances Regulations 2015
- Environmental Protection Act 1990
- Control of Pollution Act 1974
- The Waste Electrical and Electronic Equipment Regulations 2013 (as amended)
- DfE 'Sustainability and climate change: a strategy for the education and children's services systems'
- DfE and GEMS 'Tips to reduce energy and water use in schools'

1.2 This policy operates in conjunction with the following school policies:

- Data Protection Policy
- Behaviour Policy
- Staff Code of Conduct
- Parent & Visitor Code of Conduct
- Health and Safety Policy
- Data Retention Policy
- First Aid & Medicine Management Policy
- Travel Plan

2 Roles and Responsibilities

2.1 The school is responsible for:

- Developing a curriculum which promotes the need for environmental sustainability.
- Including and engaging staff, governors, pupils, parents and the local community to improve and sustain the world today for future generations.
- Sharing good practice with pupils, parents and the community, and encouraging them to adopt the initiatives outlined within this policy.
- Promoting awareness of climate change through cross-curricular activities.



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- Sharing the responsibility with the wider community for promoting and practising policies which show concern and care for the future of the global environment.
- Preparing pupils for a world impacted by climate change through learning and practical experience.

2.2 The Headteacher is responsible for:

- Reviewing this policy alongside the governing board.
- The overall implementation of this policy.
- Ensuring that teaching staff have the necessary knowledge to teach pupils about environmental concerns.
- Ensuring that staff and pupils understand the importance of energy conservation, for example, ensuring that they turn lights off when not in use.
- Communicating with disposal companies regarding the disposal of recyclable and non-recyclable waste, so that the school can implement a waste disposal procedure for all staff and pupils to follow.
- Ensuring that catering staff understand the importance of recycling and disposing of waste sustainably.
- Ensuring that the Caretaker understands their responsibility to maintain the cleanliness of the school grounds.

2.3 The Governing Body is responsible for:

- Reviewing this policy alongside the headteacher.
- Monitoring and reviewing the school's energy usage.
- Identifying, with the Caretaker and Business Manager, energy waste and taking the necessary steps to rectify this, such as installing motion sensor lights.
- Checking the environmental standards of suppliers and contractors.
- Ensuring equipment purchased is made from sustainable resources, for example, biodegradable cups for water rather than plastic.
- Ensuring the heating systems are monitored by the Caretaker to ensure the school remains at a comfortable temperature but does not exceed 23°C.

2.4 Teaching staff are responsible for:

- Promoting the need for environmental sustainability in their lessons.
- Ensuring their classrooms are using energy sustainably, for example, ensuring that lights and electrical equipment, including computers, are turned off when not in use.
- Removing obstructions from windows and radiators to make best use of daylight and heating systems in classrooms.

2.5 The Caretaker is responsible for:

- Ensuring that indoor and outside lights are switched off when they are not needed.
- Ensuring that any electrical equipment is switched off when it is not needed.
- Recording energy use and reporting readings and anomalies to the Business Manager.
- Monitoring the cleaning staff and advising them on good energy practice.



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- Maintaining the overall cleanliness of the school premises.
- Ensuring that waste is correctly sorted and disposed of for recycling.
- Ensuring that taps are turned off when not in use and that there are no drips or water wastage.
- Ensuring that plant and equipment is serviced and maintained regularly to ensure that it works at maximum efficiency.
- Ensuring that the recommended amounts of cleaning products are used, minimising waste.
- Minimising the use of hazardous chemicals in cleaning products.

2.6 The Business Manager is responsible for:

- Monitoring energy use and investigating anomalies in usage.
- Ensuring that waste electrical and electronic equipment (WEEE) is disposed of via a licensed contractor.
- Ensuring that all product procurement is done in the most sustainable way.
- Where possible, purchasing energy efficient equipment and products.

2.7 Pupils are responsible for:

- Applying their learning at home and aiming to be sustainable outside of school.
- Walking or cycling to school, when possible.
- Using energy sustainably, for example, not leaving taps running.

2.8 Parents and carers are responsible for:

- Promoting an eco-friendly lifestyle at home.
- Encouraging children to walk or cycle to school, when possible.
- Recycling at home and ensuring that their children understand how to recycle.
- Reinforcing the learning that the school implements regarding the environment.

3 Waste and Recycling

3.1 We will aim to reduce the amount of waste we produce by:

- Writing and printing on both sides of paper wherever possible.
- Using emails as much as possible, to reduce paper waste.
- Using emails, the school's website and parent messaging procedures when communicating with parents, to reduce paper waste.
- Disposing of food waste, both from the kitchen and food brought into school by pupils, in line with the school's food waste policy.
- Ensuring selective waste collection.
- Re-using scrap paper whenever possible.
- Only printing documents when it is essential.
- Making sure that all waste office equipment is correctly disposed of via re-use or recycling schemes.



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- Where possible, laminating frequently used documents, protecting them from damage and prolonging their use.
- 3.2 The school will ensure that there are water fountains available for pupils to drink from and refill their water bottles. Pupils will be encouraged to bring reusable water bottles into school, as opposed to disposable plastic bottles. Any disposable plastic bottles brought into school will be recycled.
- 3.3 There will be clearly labelled bins located throughout the school for recycling food waste and general waste.
- 3.4 Any paper containing personal or sensitive information will not be re-used and will be disposed of in accordance with the school's Data Protection Policy.
- 3.5 The school will display posters explaining important environmental considerations, for example, what sort of waste can be recycled and how litter can be detrimental to the environment.

4 Waste Electrical and Electronic Equipment (WEEE)

- 4.1 WEEE is regulated to reduce the number of devices and equipment that is incinerated or sent to landfill sites. To reduce the school's carbon footprint and minimise the impact on global warming, the necessary steps are taken to ensure WEEE is disposed of properly.
- 4.2 The types of electrical and electronic equipment (EEE) the school will safely dispose of include, but are not limited to, the following:
- Desktop computers
 - Servers
 - Laptops
 - Monitors
 - Printers
 - Projectors
 - Scanners
 - Interactive whiteboards
- 4.3 The Business Manager in collaboration with the ICT Service will find a suitable local partner, e.g. a producer of EEE that manufactures and sells EEE under their own brand, to dispose of WEEE safely. The Business Manager will contact the local authority (LA) for more information and guidance, where necessary.

Before choosing a partner to dispose of WEEE, the schools ICT support contractor and Data Protection Officer (DPO) will review the potential partner's risk assessments and procedures to determine whether the school's WEEE and any data stored will be handled and disposed of correctly.



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Once a partner is selected and WEEE is ready to be removed from the school, the ICT support contractor and Business Manager will undertake a risk assessment in collaboration with the partner to ensure all EEE is removed safely and securely from the school.

- 4.4 WEEE which hold personal data, or data the school needs to fulfil legal obligations e.g. relating to safeguarding are reviewed to ensure that the data is no longer needed or has been backed-up. Data is securely deleted or backed-up in accordance with the Data Protection Policy and Records Management Policy.

5 Littering

- 5.1 The school understands that, under the Environmental Protection Act 1990, littering is a criminal offence. It also understands that fines may be incurred where individuals deliberately litter the premises.

Littering is when a person throws down, drops or otherwise deposits any litter and leaves it in any place open to the air.

- 5.2 Every member of the school community has a duty to dispose of waste properly, and is responsible for:
- Putting litter in an appropriate bin e.g. recycling bin.
 - Using resources thoughtfully.
 - Reusing resources where possible.
 - Assisting the Caretaker and cleaning team with the cleanliness of the premises.

- 5.3 The school will raise awareness of anti-littering amongst pupils and staff. Any individual found littering will be disciplined in accordance with the school's behaviour policy and codes of conduct. Any staff found to be littering will be disciplined in accordance with the school's Staff Code of Conduct. Cases of littering by parents or visitors will be handled in accordance with the relevant code of conduct, and the individual may be barred from the premises. Any individual known to have littered the premises will be required to dispose of the litter correctly.

To mitigate risks of littering, the school will provide bins throughout the school, with additional bins provided in eating areas, to ensure sufficient availability for waste disposal.

- 5.4 The Caretaker has overall responsibility for the cleanliness of the school premises and grounds.
- 5.5 The Caretaker arranges and co-ordinates waste disposal from the premises and ensures that items are disposed of correctly.

6 Transport

- 6.1 Pupils, staff and visitors will be encouraged to walk or cycle to school, where possible.
- 6.2 The benefits of daily exercise, such as walking and cycling to school when possible, will be promoted.
- 6.3 We have safe storage for staff and pupils to store bicycles and scooters.



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- 6.4 The school recognises that there are risks involved when pupils choose to walk or cycle to school therefore road safety lessons will be organised and the school organises Bikeability training for pupils in years 3 – 6.
- 6.5 The school will encourage staff to car share whenever possible e.g. when travelling to external training and meetings.
- 6.6 Those using the school car park will be asked not to leave engines idling to reduce carbon emissions.

7 Healthy Living

- 7.1 We will promote an ethos of environmental understanding. Pupils will be taught to understand that their actions have a direct impact upon the environment.
- 7.2 We will encourage staff and pupils to adopt healthy lifestyles, for example walking or cycling instead of driving.
- 7.3 The school will ensure pupils get at least 60 minutes of moderate exercise a day, in line with NHS recommendations.

8 The School Premises

- 8.1 The Business Manager and the Caretaker will monitor the consumption of energy within the school, recognising where the school is wasting energy and implementing measures to reduce energy consumption.
- 8.2 When replacing lightbulbs, energy saving lightbulbs will be used.
- 8.2 The Caretaker and Headteacher will monitor heating within the school, assessing whether it is at an appropriate temperature and frequency and adjusting accordingly.
- 8.3 Where possible, we will use local labour and materials for maintenance, servicing and contracts.
- 8.4 When new buildings or refurbishments are being planned, the school will always consider any environmental impacts and the governing board will consult an expert.

9 Sustainable Farming and Fishing

- 9.1 The school will teach pupils where food comes from as part of the PSHE lessons, including giving them first-hand experience of growing their own fruit or vegetables. Teaching staff will organise educational visits to food suppliers and producers to aid pupils' understanding as to where food comes from.



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- 9.2 School meals will be designed with due regard to seasonal produce and locally sourced food. Where possible, the school will approach local food suppliers for their produce to be used in school meals.
- 9.3 Pupils will be taught about the importance of sustainable fishing and farming, and any fish products used in school meals will be sustainably sourced.

10 Energy

10.1 We will reduce our energy usage by:

- Switching off lights when they are not in use.
- Keeping doors and windows shut in cold weather and installing draught excluders so that warm air is retained.
- Turning off energy-draining appliances, for example, computers, projectors and interactive white boards, when they are not in use.
- Monitoring the temperature and frequency of heating in the school and adjusting it accordingly.
- Conserving water by installing systems that reduce waste such as cistern dams and flow restrictors.
- Insulating hot water pipes to reduce water waste when running a tap, as well as reducing the likelihood of frozen pipes in winter.
- Ensuring all systems work efficiently, and any breakages or leaks are resolved as a matter of high priority by the Caretaker.
- Auditing the amount of energy used each term.
- When possible, upgrading the school's heating system to a modern, more efficient system.
- Displaying information around the school and in classrooms to ensure that pupils understand the importance of switching off lights, computers and taps when they're not in use.
- Ensuring that all equipment is serviced and maintained so that it operates at its maximum efficiency.
- The use of solar panels to provide solar power.
- Making all members of the school community aware of the link between energy use and financial costs.

10.2 We will display our Display Energy Certificate in the school reception area.

11 Reducing carbon emissions

The school is committed to reducing our overall carbon emissions. Emissions will be reduced by:

- Advertising the benefits of being environmentally friendly around school.
- Promoting the benefits of recycling.
- Sourcing school supplies from UK suppliers as much as possible.

The school will publish a carbon emissions plan of action on the school website so that parents and other stakeholders can be informed of our current ethos towards reducing carbon emissions.



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The school will communicate with out LA and other schools to enhance our provisions and continue to develop and implement best practice within the school.

12 Sustainable procurement of goods

The school will devote our time to ensuring all product procurement is done in the most sustainable way and that orders are not processed with unnecessary purchases listed on them. We will ensure that produce bought is cost efficient, sourced from within the UK where possible and bought from a company with an energy efficient ethos and will avoid buying branded products where quality is not compromised. We will obtain contracts with suppliers that stipulate their terms of purchase, paying particular regard to pricing, quality, and their returns policy.

When undertaking procurement, the school will be aim to:

- Purchasing items that are manufactured from recycled material.
- Purchase items that are produced through a process of low energy consumption and emissions.
- Ensure that manufacturers state 'ecological responsibility' whenever possible.
- Replace fittings and equipment with low energy/energy efficient alternatives.
- Purchase products which have a low impact on the environment through their life cycle, with a long lifespan and recyclable packaging.
- Purchase products with a restricted amount of hazardous material.
- Purchase items that are repairable and recyclable.
- Purchase items made from timber from legal and sustainable managed forests.
- Purchase items where all waste/packaging products can be composted, recycled or is biodegradable.
- Purchase seasonable food products.
- Purchase food products which are sustainably produced.
- Purchase items that are produced locally, and wherever possible within the UK.
- Purchase cleaning items, for example, that can be used a lower temperatures.
- Purchase products with an aim to minimise the use of hazardous chemicals.
- Purchase sprays without propellants.
- Purchase peat-free gardening products.
- Purchase organically produced plant products.
- Purchase textiles with an EU organic logo, the international gold standard for organic textiles, or are fair trade textiles.
- Purchase clothing containing natural fibres or organic cotton.
- Encourage reusing of items e.g. school uniforms.

13 Curriculum and School Ethos

- 13.1 We aim to provide pupils with knowledge, skills and understanding in biodiversity and sustainability, by embedding the topics within many areas of our curriculum and is specifically taught as a strand of our geography and eco curriculum.



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- 13.2 We aim to raise understanding among the school community of the impact of our individual and collective actions on the environment locally, nationally and internationally.
- 13.3 We aim to promote high standards of care for our school, the local community and the wider world.
- 13.4 We aim to promote the development of good habits and behaviour patterns in order that members of the school community may contribute to a sustainable future.
- 13.5 We will promote interest, enthusiasm and motivation in pupils to raise awareness of environmental sustainability.