



ENVIRONMENTAL SUSTAINABILITY POLICY

Fulbourn Primary School

Table of Contents

Section	Page
Introduction	2
1 Legal Framework	2
2 Roles and Responsibilities	2
2.1 The School	2
2.2 The Headteacher	2
2.3 The Governing Body	3
2.4 Teaching Staff	3
2.5 The Caretaker	3
2.6 The Business Manager	3
2.7 Pupils	4
2.8 Parents and Carers	4
3 Waste and Recycling	4
4 Waste Electrical & Electronic Equipment	5
5 Littering	5
6 Transport	5
7 Healthy Living	6
8 The School Premises	6
9 Energy	6
10 School Ethos	7

Policy Document number:

FPS-POL-ENV-005

Body reviewed and approved by:

Premises & Resources Committee

Date adopted:

April 2017, reviewed June 2022

Date for review:

June 2023

Other information:

*Based on model policy produced by The School Bus, last updated
30/07/2020*



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 have the necessary skills and knowledge to understand environmental concerns, so that they can apply this to their lives and adopt an eco-friendly lifestyle.

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 legislation and 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
- DfE (2012) 'Top tips for sustainability in schools'
- The Waste Electrical and Electronic Equipment Regulations 2013 (as amended)

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

- Data Protection Policy
- Staff 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.
- Sharing the responsibility with the wider community for promoting and practising policies which show concern and care for the future of the global environment.

2.2 The Headteacher is responsible for:

- The overall implementation of this policy.

Environmental Sustainability 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:

- 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 computers are turned off when not in use.

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.
- Ensuring that waste is correctly sorted 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 servicing 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.



Environmental Sustainability Policy

- 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 text messaging procedures when communicating with parents, to reduce paper waste.
- Composting/recycling food waste, both from the kitchen and food brought into school by pupils.
- 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.
- Where possible, laminating frequently used documents, protecting them from damage and prolonging their use.

3.2 Reusable, refillable water bottles will be used by pupils to drink from.

3.3 There will be clearly labelled bins located throughout the school for recycling 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 Staff will encourage pupils not to leave litter in the school grounds and to pick up any litter that they drop and dispose of it in the waste or recycling bin, as appropriate.



Environmental Sustainability Policy

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 contractor, to dispose of WEEE safely. The contractor must be able to handle and dispose of any data stored on any devices correctly and securely.
- 4.4 WEEE which hold personal data, or data the school needs to fulfil legal obligations will be 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.

5 Littering

- 5.1 The school understands that, under the Environmental Protection Act 1990, littering is a criminal offence.
- 5.2 Every member of the school community has a duty to dispose of waste properly, and is responsible for:
- Putting litter in a bin.
 - Using appropriate recycling bins.
 - Using resources thoughtfully.
 - Reusing resources where possible.
 - Assisting the Caretaker and cleaning team with the cleanliness of the premises.
- 5.3 The Caretaker has overall responsibility for the cleanliness of the school premises and grounds.
- 5.4 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.



Environmental Sustainability Policy

- 6.3 The benefits of daily exercise, such as walking and cycling to school when possible, will be promoted.
- 6.4 We have safe storage for staff and pupils to store bicycles and scooters.
- 6.5 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.

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 The Caretaker 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.

9 Energy

- 9.1 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.
 - 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.



Environmental Sustainability Policy

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

10 School Ethos

- 10.1 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 curriculum.
- 10.2 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.
- 10.3 We aim to promote high standards of care for our school, the local community and the wider world.
- 10.4 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.
- 10.5 We will promote interest, enthusiasm and motivation in pupils to raise awareness of environmental sustainability.