

Environmental Policy

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Governor Committee: H, S & P

Author: FjM

Owner: Deborah Ivory-Webb

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Policy Review

This policy will be reviewed in full by the Governing Body every three years.

The policy was last reviewed and agreed by the Governing Body on 31/10/22
It is due for review in 36 months from the above date.

Signature _____

Head Teacher

Date _____

Signature _____

Chair of Governors

Date _____

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Statement of intent

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

We encourage both students 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 students 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

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
- DfE (2012) 'Top tips for sustainability in schools'
- The Waste Electrical and Electronic Equipment Regulations 2013 (as amended)
- DfE (2022) 'Sustainability and climate change: a strategy for the education and children's services systems'

This policy operates in conjunction with the following school policies:

- Healthy Eating and Drinking Policy
- Data Protection Policy
- Behaviour Policy
- Staff Code of Conduct
- Student Code of Conduct
- Travel to and from School Policy
- Health and Safety Policy
- Records Management Policy

2. Roles and responsibilities

The school is responsible for:

- Developing a curriculum which promotes the need for environmental sustainability.
- Including and engaging staff, governors, students, parents and the local community to improve and sustain the world today for future generations.
- Sharing good practice with students, 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.
- Preparing students for a world impacted by climate change through learning and practical experience.
- The headteacher is responsible for:
- The overall implementation of this policy.
- Ensuring that teaching staff have the necessary knowledge to teach students about environmental concerns.
- Ensuring that staff and students 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 students to follow.
- Ensuring that catering staff understand the importance of recycling and disposing of waste sustainably.
- Ensuring that the site manager understands their responsibility to maintain the cleanliness of the school grounds.

- The governing board is responsible for:
- Monitoring and reviewing the school's energy usage.
- Identifying, with the site 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 regularly by the site manager to ensure the school remains at a comfortable temperature.
- 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.

The site manager is responsible for:

- Ensuring that outside lights are switched off when they are not needed.
- Recording energy use and advising the School Business Manager on any potential waste and strategies to reduce usage
- Monitoring the cleaning staff and advising them on good energy practice.
- Arranging and coordinating waste disposal from the premises and ensuring that all waste is disposed of correctly.
- Maintaining the overall cleanliness of the school premises.

Students 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.

Parents 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 in regard to the environment.

3. Waste and recycling

We will reduce the amount of waste we produce by:

- Writing and printing on both sides of paper wherever possible.
- Using emails, Using the school's website and parent text messaging procedures when communicating with parents, to reduce paper waste.
- Putting used paper in a scrap paper drawer and re-using it 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.
- Use Chromebooks/BYOD devices to share worksheets and learning materials via Google Classroom.

The school will ensure that there are water fountains available for students to drink from and refill their water bottles. Students 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.

The school will display information explaining important environmental considerations, for example, what sort of waste can be recycled and how litter can be detrimental to the environment. The student Eco-Committee will take a lead on this, and ensure that we continue to meet the criteria of the Eco Schools Green Flag award (first achieved in 2022) 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.

4. Waste electrical and electronic equipment (WEEE)

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.

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

The ICT manager, 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.

Before choosing a partner to dispose of WEEE, the ICT technician and DPO 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.

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

WEEE which hold personal data, or data the school needs to fulfil legal obligations, e.g. relating to safeguarding, are reviewed by the DPO to ensure 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

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.

Every member of the school community has a duty to dispose of waste properly. Specifically, individuals are responsible for:

- Putting litter in the appropriate bin
- Using resources thoughtfully.
- Reusing resources where possible.
- Assisting the site manager and eco committee with the cleanliness of the premises.

The school will appoint an eco committee consisting of students and led by a senior staff member, who are responsible for:

- Promoting awareness of anti-littering throughout the school.
- Monitoring the school's anti-littering procedures.
- Listening and responding to questions from the school committee.
- Organising and recruiting volunteers for litter picking groups.

Teachers will encourage students to partake in regular litter picking around the school grounds as well as a regular litter pick in the local area. Litter picking volunteers will be in groups and will be accompanied by a member of staff at all times.

To mitigate risks of littering, the school will implement the following procedures:

- Designated eating areas – students and staff will only be permitted to eat in these areas to prevent unwanted litter. Students will be required to consume food and/or remove wrappings before leaving the school canteen
- Waste disposal – bins will be provided throughout the school, with additional bins provided in eating areas, to ensure sufficient availability for waste disposal.

The school will raise awareness of anti-littering amongst students and staff through dedicated assemblies, PSHE lessons, staff training days and additional resources, such as leaflets and posters.

Any individual found littering will be disciplined in accordance with the school's Behaviour Policy. 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.

6. Transport

Students and staff will be encouraged to walk to school, where possible. The school will encourage teachers and other members of staff to car share whenever possible, for example, when travelling to external training days.

The school will produce informative material, such as posters and leaflets, regarding the impact of the carbon emissions produced by personal vehicles and public transport on the environment, which will be displayed and distributed around the school. The school will have suitable and safe storage for staff and students to store bicycles.

The school will recognise that there are risks involved when individuals choose to walk or cycle to school; therefore, road safety information will be provided

7. School grounds

The governing board and the site manager will monitor the consumption of energy within the school, recognising where the school is wasting energy and implementing measures to reduce energy consumption, e.g. introducing motion sensitive lights.

Energy saving lightbulbs and LED fittings will be used throughout the school.

The governing board will monitor heating within the school, assessing whether it is at an appropriate temperature and frequency and adjusting it accordingly.

When new buildings or refurbishments are being planned, the school will always consider any environmental impacts and the governing board will consult an expert.

The school will continue to monitor the performance of the solar panels on building roofs and look to include renewable energy sources in any proposed new buildings.

8. Healthy living

The school will promote an ethos of environmental understanding. Students will be taught to understand that their actions have a direct impact upon the environment. The school will discourage environmental indifference and promote the importance of understanding the impact that each individual has on the environment.

The school will encourage staff and students to adopt healthy lifestyles, as healthy lifestyles often lead to a sustainable lifestyle, for example, walking instead of driving.

The school will ensure students get regular exercise during PE and games lessons, in line with NHS recommendations.

9. Sustainable farming and fishing

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.

Students will be taught about the importance of sustainable fishing and farming (primarily through Geography lessons), and any fish products used in school meals will be sustainably sourced.

10. Energy

The school will reduce our energy usage by:

- Switching off lights when they're 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're 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 site manager.
- Auditing the amount of energy used each term.
- Implementing reward systems for staff and students who comply with the school's energy saving ethos – to raise awareness and prevent wasteful energy usage.
- Increasing the share of electricity from renewable energy sources.
- Displaying information around the school and in classrooms to ensure that students understand the importance of switching off lights, computers and taps when they're not in use.
- Monitoring the environmental sustainability of suppliers and adjusting procurement arrangements accordingly.
- Making all members of the school's community aware of the link between energy use and financial costs.
- Appointing an individual, e.g. the site manager, to ensure that these measures are carried out.

The school will display our Display Energy Certificate in plain sight in the school reception.

11. Reducing carbon emissions

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

- Implementing renewable technologies that export surplus energy to the national grid.
- Encouraging students who reduce carbon emissions by walking, cycling or taking public transport to school.
- Advertising the benefits of being environmentally friendly around school.
- Promoting the benefits of recycling.
- Sourcing school supplies from UK suppliers as much as possible.
- Empower the school eco-committee to make suggestions to the school managers on how environmental sustainability can be improved.

The school will communicate with our 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.

The purchasing team 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.

The purchasing team will avoid buying branded products where quality is not compromised. The purchasing team will obtain contracts with suppliers that stipulate their terms of purchase, paying particular regard to pricing, quality and their returns policy. Contractors such as cleaning and catering staff will similarly be encouraged to source environmentally

sustainable products such as food, cleaning materials etc.

The school will encourage recycling wherever possible, such as the second hand uniform shop run by the Parents' Society.

13. Curriculum

The school will aim to provide students with knowledge, skills and understanding in biodiversity and sustainability, by embedding the topics within many areas of our curriculum. Examples include

Science:

- Students will be taught about how animal extinction can impact ecosystems.
- Students will be taught about how deforestation and loss of habitat can impact species.

Geography:

- Students will engage in discussions about windmills and other sustainable energy sources, outlining the advantages and disadvantages.
- Students will be given case studies to analyse, such as looking into the effectiveness of sea defences.

14. Monitoring and review

This policy will be reviewed every three years by the headteacher and the governing board.

Any changes made to this policy will be communicated to all members of staff.

All members of staff are required to familiarise themselves with this policy.