

Quality Assurance

Environmental & Sustainability Policy

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Version 2.00



Disclaimer

While we do our best to ensure that the information contained in this document is accurate and up to date when it was printed please refer to the electronic copy on the intranet for the latest version.

If you require further clarification on our document control system, please contact the Quality Assurance Department.

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2 Introduction

Kibble Education and Care Centre acknowledges and recognises that its operations have an impact on the local and global environment. To this end, the purpose of this policy is to set out Kibble Education and Care Centre's policies on the Environmental & Sustainability issues faced by the organisation.

3 Scope

This procedure applies to Kibble Education and Care Centre along with the following associated / subsidiary companies:

- Kibbleworks (KWL)
- Kibble Campus Developments (KCDL)
- Kibble Construction (KCL)
- Kibble Trading Limited (KTL)

4 Aim

The aim of this policy is to clearly communicate, to all stakeholders Kibble Education and Care Centre's commitment to reducing its impact on the local & global environment, along with our commitment to improving the sustainability of our operations.

5 Responsibility

Compliance with this policy will be reviewed annually and promoted by The Board, Trustees and Senior Management Team. All staff members have a responsibility for the effective implementation of this policy.

Managers have a responsible to ensure that this policy is adhered to in their relevant departments and that all staff are made aware of the policy and its aims.

6 Definitions

6.1 Environmental

The impact that Kibble Education and Care Centre's day to day operations have on the local and global environment and the measures that can be put in place to minimise this.

6.2 Sustainability

Sustainability is about meeting the needs of the today without compromising the ability of future generations to meet the needs of tomorrow.

A sustainable organisation must take into account the environmental, economic, and social factors in all areas of business.

7 Policy Statement

Kibble Education and Care Centre acknowledges and recognises that its operations have an impact on the local and global environment. We are committed to ensuring that our activities meet the needs of the today without compromising the ability of future generations to meet the needs of tomorrow.

The main points of this strategy are:

- To ensure that all environmental risks are assessed, managed and controlled
- To minimise waste by evaluating operations and ensuring that they are as efficient as possible
- To use local suppliers wherever possible to help to reduce our carbon footprint
- To minimise vehicle emissions through the controlled and logical use of our fleet
- To actively promote recycling within all areas of the organisation
- To meet or exceed all of the requirements of the environmental legislation that relates to our organisation

8 Organisational Commitment

Kibble Education and Care Centre is fortunate to be based within a reasonable sized campus that includes a number of green areas stocked with established trees and plants. The organisation is committed to maintaining the look and feel of these areas.

8.1 Operational

Kibble Education and Care Centre shall strive to:

- Promote environmental awareness in all aspects of the organisation
- Increase the use of recycling programmes within the organisation
- Increase the use of recycled materials throughout all operations
- Consider the purchase of second-hand or refurbished furniture and equipment wherever possible
- Encourage staff to suggest new ways to reduce the Environmental Impact of the organisation
- Minimise waste by evaluating operations and ensuring they are as efficient as possible

8.2 Purchasing

Kibble Education and Care Centre shall strive to:

- Promote the use of local suppliers within the organisation
- Establish sustainability and environment impact as part of tender processes
- Increase the use of FAIRTRADE Mark products wherever possible
- Ensure all major construction works are assessed for environmental impact

9 Motor Vehicles

9.1 Fleet

Kibble Education and Care Centre maintains a fleet of Cars, People Carriers and Vans. This is probably the largest area of environmental impact within the organisation and as such is an area that has been identified for control.

All vehicles maintained by Kibble Education and Care Centre are regularly inspected by staff and serviced by trained mechanics to ensure that the vehicles are running optimally. As a minimum all vehicles shall be serviced in accordance with the manufacturer's recommendation.

9.2 Staff

Kibble Education and Care Centre is a major employer within the local area and as such has a high number of staff on site during each shift. This in turn equates to a large number of staff cars.

All staff shall be encouraged to use alternative forms of transport whenever possible; this includes commuting to and from work as well as work related travel.

Information on the benefits of using public transport, bicycles or walking shall be made available to all employees.

Provisions for staff using alternative methods of transport shall be made including bicycle securing points, staff showers and areas to change in.