

Environmental Policy

Aligned with Ofsted, NCFE, SEND Code of Practice, Equality Act, and KCSIE

This is a controlled document and, as such, will be kept read only. Any changes must be approved by the Author.

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Hatfield Wick Education Environmental Policy

1. INTRODUCTION

Hatfield Wick Education (HWE) recognises its responsibility to minimise environmental impact and contribute positively to local and national sustainability goals. Environmental sustainability is embedded within our strategic planning, operational delivery, procurement, and organisational culture.

This policy supports our duty to operate responsibly as an education provider and aligns with Ofsted expectations regarding social responsibility and preparation for life in modern Britain.

2. RESPONSIBILITY

Katie Blackmore, Education Business Manager, is responsible for ensuring that this environmental policy is implemented in alignment with our Health and Safety guidelines. All employees have a responsibility to ensure that the aims and objectives of this policy are met.

3. POLICY AIMS

We endeavour to:

- Comply with all relevant regulatory requirements
- Continually improve and monitor environmental performance
- Continually improve and reduce environmental impacts
- Incorporate environmental factors into business decisions
- Increase employee awareness and training

4. PAPER

We will:

- Minimise the use of paper in the office
- Reduce packaging as much as possible
- Seek to buy recycled and recyclable paper products
- Reuse and recycle all paper where possible

5. ENERGY AND WATER

We will seek to:

- Aim to achieve a minimum 5% reduction in energy consumption annually
- Switch off lights and electrical equipment when not in use

- Adjust heating with energy consumption in mind
- Consider energy consumption and efficiency of new products when purchasing

6. **OFFICE SUPPLIES**

We will:

- Evaluate if the need can be met in another way
- Evaluate if renting or sharing is an option before purchasing equipment
- Evaluate the environmental impact of any new products we intend to purchase
- Favour environmentally friendly and efficient products wherever possible
- Reuse and recycle wherever possible

7. **TRANSPORTATION**

We will:

- Reduce the need to travel, restricting to necessary trips only
- Actively encourage environmentally friendly travel methods, including car-sharing schemes and electric/hybrid vehicles where possible
- Promote the use of travel alternatives such as email or video/phone conferencing

8. **MAINTENANCE AND CLEANING**

We will:

- Use environmentally friendly cleaning materials
- Use environmentally friendly materials in office refurbishments
- Only use licensed and appropriate organisations for waste disposal

9. **MONITORING AND IMPROVEMENT**

We will:

- Comply with all relevant regulatory requirements
- Conduct an annual internal review of our environmental impact and progress against our goals to inform ongoing improvements
- Continually improve and reduce environmental impacts
- Incorporate environmental factors into business decisions

10. **CULTURE**

We will:

- Update this policy annually in consultation with staff and other stakeholders
- Provide regular training and updates to ensure staff remain informed and engaged in our environmental goals and initiatives
- Involve staff in the implementation of this policy for greater commitment and improved performance
- Work with suppliers, contractors, and subcontractors to improve their environmental performance
- Use local labour and materials where available to reduce CO2 and support the community