

# BHASVIC

## ENVIRONMENTAL AND SUSTAINABILITY POLICY

**Last Updated:** JULY 2015

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## ENVIRONMENT AND SUSTAINABILITY POLICY

### POLICY STATEMENT

Brighton Hove and Sussex Sixth Form College (BHASVIC) recognise its corporate and social responsibility to carry out its activities in a way that is sensitive to the environment. In this respect the College will seek to develop an ethos of environmental and sustainability responsibility in all its staff, governors and students.

In delivering its mission to 'Transform Lives through Learning' the College will seek to promote a sound awareness and understanding of local, national and global environmental and sustainability issues and conduct our activities in an environmentally friendly manner.

### Scope

This policy covers the key elements to the College's approach to the environment and sustainability. It is therefore of relevance to all College stakeholders, whether internal (students, staff, governors) or external (parents, neighbours).

### Policy Aims

The aim of the policy is provide a sustainable future by creating and enforcing practical and achievable solutions for an environmentally conscious and economically sustainable college.

The College is committed to:

- Improving the way the College manages its environment
- Delivering measurable reductions in energy use and investing in energy saving technologies.
- Having Eco Schools Green Flag status
- Ensuring a culture of environmental responsibility in all staff and students

### Roles and Responsibilities

#### Principal

- Overall responsibility for environmental affairs at the College but the Assistant Principal (Director of Resources) acts as their nominee.

#### Assistant Principal (Director of Resources)

- Establish an Environment Committee to be responsible for the enactment, encouragement and review of the policy and to promote the policy to staff and students. Members of the committee will include:
  - o Assistant Principal (Director of Resources) (Chair)
  - o The Estates Manager
  - o The Eco Schools Coordinator
  - o Curriculum area representatives(s)
  - o Support area representative(s)
  - o Student Union member
- Ensure relevant legislation and other requirements are met
- Ensure that relevant actions and strategies are implemented to achieve the aims set out in the policy

#### Managers

- To integrate environmental and sustainability principles into the Colleges operational procedures and educational activities, under the guidance of the Environment Committee.

#### Estates Manager

- To improve the way the College manages its environment e.g. recycling, control of litter and energy management.
- To implement strategies to reduce environmental impact and better management of resources.
- Identify training requirements for Premises Team to ensure they are aware of their legislative responsibilities ensuring compliance and to deliver a continuous environmental improvement.
- Ensure the College is managing its waste according to best practice.

#### Estates Team

- Record and monitor college's energy and water usage.

- The management of the litter and the general environment.

### **All Staff and Students**

- To comply with the requirements of the policy
- To minimise harmful environmental impact and help to improve the way the College manages its environment.

### **Proposed Actions**

#### **Energy Management**

- Introduce metering and monitoring systems to identify where efficiencies can be made
- Consider lighting and heating controls and fit sensors which will switch heating and lighting on and off when needed
- Review heating and cooling to ensure that it is efficient and effective
- Turn off electrical items when not in use or vacating the room
- Fit zone controls on heating system so areas not in use can be switched off
- Fit thermostatic valves to all radiators.

#### **Water Management**

- Use of water saving devices for showers, toilets and taps
- Monitor water use to quickly identify any leaks
- Repair dripping taps immediately they are discovered
- Investigate rain water harvesting and the use of grey water which can be used in areas where potable water is not necessary.
- Install the most energy efficient appliances available where budgets allow

#### **Waste Management**

- Cut landfill waste by increasing reuse and the use of recycling schemes for furniture, IT equipment and electrical appliances
- Recycle paper, plastics, cans and kitchen waste
- Make waste wood from pallets and offcuts available to staff and students
- Encourage students and staff to make more use of reusable materials where possible in the curriculum e.g. art
- Reduce amount of paper and printer consumables used by using electronic systems and only printing what is necessary.

#### **Travel and Transport** (as shown in the Green Travel Plan)

- Promote and encourage the use of public transport
- Continue to promote the bike purchase scheme to provide discounted bicycles for staff and aim to minimize the use of unsustainable transport
- Provide sufficient and secure cycle storage facilities
- Provide information on cycle and pedestrian routes to college
- Encourage the use of car sharing to reduce travelling costs, help the environment and reduce parking spaces

#### **Purchasing and Procurement**

- To encourage sustainable procurement
- Use sustainable products where possible
- Use local suppliers and producers when possible
- Purchase efficient and environmentally sound appliances and consider replacing old systems with environmentally friendlier alternatives

#### **Carbon Management**

- Use of low carbon technologies in buildings and equipment – check energy ratings before purchase
- Improve the Display Energy Certificate (DEC) grade by managing the energy use in the college
- Utilise natural light and ventilation where possible to avoid air conditioning units and artificial light.
- Use energy saving lamps
- Encourage staff and students to save energy through reminders and information to increase awareness, particularly with electrical appliances

#### **Environment**

- Promote and maintain a litter free environment in the College buildings, grounds and in the immediate surrounding areas
- To ensure that the College buildings are clean
- To ensure that all cleaning products use are environmentally friendly

## **Environmental Awareness**

- To provide opportunities for staff training in environmental matters both in-house or through attendance at seminars, courses and working parties.
- To organise and/or support environmental awareness-raising events.
- To encourage student and staff suggestions on ways to improve practices which impact on the environment.
- To undertake a regular review of environmental management procedures and activities to ensure suitability, adequacy and effectiveness.
- Integrate environmental and sustainability principles into the Colleges operational procedures and educational activities.

## **Construction**

- To undertake major capital refurbishments to Building Research Establishment Environmental Assessment Method (BREEAM) guidelines where financially possible. The BREEAM process is at the heart of sustainable construction and its continued use will achieve the targets set out in this strategy, this will include its integration into design and costing.

## **Communications**

- To inform staff and students about local and global environmental issues (via the Staff news the Student bulletin and the Environmental notice board) and to involve them where practical in the College's environmental initiatives.
- To encourage student and staff suggestions on ways to improve practices which impact the Environment.
- To work with the local community and partner organisations to develop and pursue environmental initiatives and educational programmes.

## **Monitoring and review of the policy**

The policy will be reviewed every three years or more frequently if necessary. An annual action plan will be drawn up by the Environment Committee and progress against this reported annually to the Finance and General Purposes Committee.

## **Related Documents**

Complaints Procedure Display  
Energy Certificates Dignity at  
Work Policy  
Equality and Diversity Policy  
Green Procurement Policy  
Health and Safety Policy  
Instrument and articles of government  
Risk management Policy  
Staff Code of Conduct  
Travel Plan  
Whistle Blowing Policy

Jutta Knapp  
Assistant Principal (Director of Resources) May  
2015