

Christ The King Sixth Form College Environmental and Sustainability Policy

Mission Statement

We are a Catholic College dedicated to the education and development of the whole person, so that all students can realise their full potential.

To achieve this in our community we will:

- ✚ Provide the highest standards of teaching and learning.
- ✚ Expect students to show commitment to their studies and the Christian values of the College.
- ✚ Provide equality of opportunity, with mutual respect and positive encouragement.
- ✚ Build and further develop a partnership with parents, schools, parishes, higher education and the local community.
- ✚ Value staff and support their professional development.

In doing this we will reflect Christ's teaching in the life and work of the whole College.

1 Background

The Environment and Sustainability Policy was agreed in November 2006 and has a four yearly cycle.

The purpose of the policy in November 2006 was to 'raise awareness among everyone who works, studies and visits Christ the King Sixth Form College, of the importance of preserving the environment. This reflects Christian values, which are the foundation of the College Mission'.

In addition to its commitment to sustainability and the reduction of waste, the College aimed 'to ensure that its buildings and site remain unpolluted by litter, noise and graffiti'.

In this context a set of strategic objectives were identified. Progress with these objectives is as follows:

Strategic Objectives	Actions
Waste and Recycling	
Reduce all types of waste	College has grown but the same number of bins used, so waste has not increased.
Segregate different types of waste for recycling	Additional recycling bin obtained from Lewisham, swapped with a rubbish bin. Bins now in use internally to segregate waste.
Provide more receptacles for recyclable waste	Recyclable waste bins in the Diner, Staff Room and LRC.
Raise awareness of the benefits of recycling	Poster campaigns undertaken annually.
Encourage contractors to recycle	These actions planned for new build but it did not proceed.
Ensure that computers and toner cartridges are recycled	Done
Reduce paper consumption by using electronic communication systems and double sided photocopying	Large documents are photocopied double sided. Staff meeting papers are distributed electronically.

Transport	
Encourage the reduction in the use of fossil fuelled vehicles	These actions planned for the new build but it did not proceed.
Encourage car sharing	These actions planned for the new build but it did not proceed.
Encourage the use of public transport	These actions planned for the new build but it did not proceed.
Provide secure sheds to encourage the use of bicycles	One for staff. Another one needed during better weather.

Strategic Objectives	Actions
Energy Use and Sustainability	
Reduce the amount of fossil fuel used to heat and light the College	Despite targeted campaigns, gas and electricity consumption have both gone up.
Investigate the use of solar power to heat water	This action was planned for the new build. The new build did not proceed.
Turn off lights when not required	Despite targeted campaigns, this is not always done consistently across the college.
Fit thermostatic valves to all radiators	Despite targeted campaigns, this is not always done consistently across the college.
Avoid overheating of rooms in winter	Despite targeted campaigns this is not always done consistently across the college.
Use air conditioning only where necessary and improve the efficiency by keeping windows closed	Despite targeted campaigns this is not always done consistently across the college.
Turn off electrical appliances, where practical, at the end of each day	Despite targeted campaigns this is not always done consistently across the college.

Noise Pollution	
Raise awareness of the impact of noise in the College environment	Ongoing
Ensure music is not played over the loudspeakers on mobile phones	Done
Encourage all members of the community to keep noise levels to a minimum	On going

Attractive Environment	
Ensure the buildings and grounds are well maintained	Done
Regularly cut grass and trim edges	Done
Ensure that weeds are removed from paths and car parks	Being done
Maintain buildings as per the Planned Maintenance Programme	Done
Remove any graffiti immediately	Done
Encourage the use of litter bins and recycle bins	Done

Educating	
Raise awareness and instruct students, staff and contractors on the benefits of looking after the environment	Awareness raised through a number of campaigns with students and staff
Include a session on looking after the environment in the tutorial programme	The Tutorial Programme includes a unit on the environment and is reviewed annually
Cleaning contractors to be made aware of the College environmental policy	Done

2 Policy Statement – 2010/14

Christ the King College is committed to the reduction of its carbon footprint. In addition it seeks to educate everyone in its community of their environmental responsibilities, by promoting awareness of environmental issues and by instituting systems and procedures that facilitate sustainability. This will be achieved where possible through the following objectives:

2.1 Reduction in Carbon Footprint of the college. This means:

Waste and Recycling - Reduce all types of waste.
- Reduce paper consumption.

Transport - Provide secure sheds to encourage the use of bicycles.

Energy Use and Sustainability

- Reduce the amount of fossil fuel used to heat and light the College. This means:
 - + Investigate the use of solar power to heat water.
 - + Turning off lights when not required.
 - + Fitting thermostatic valves to all radiators.
 - + Using air conditioning only where necessary and improve the efficiency by keeping windows closed.
 - + Turning off electrical appliances, where practical, at the end of each day.

2.2 Environmental awareness and contributions to local, national and international schemes. This means:

3 Organisation and Roles and Responsibilities

All members of the College community have a responsibility to contribute to the delivery of college Environmental and Sustainability Policy and to show respect for the environment. Members of the community also have specific responsibilities as follows:

3.1 Governors' Responsibilities

The Governors have overall and final responsibility for the effective management of the environment within Christ the King Sixth Form College. They are responsible for:

- + Ensuring that the college has an Environmental and Sustainability Policy and that it is reviewed every four years.
- + Ensuring that there are systems and resources, as appropriate to support delivery of the policy.

3.2 Principal's Responsibilities

The Principal has day to day responsibility for the environment within the college. However, she has delegated responsibility for setting up the various systems to manage the environment to the Director of Finance and Estates. Her main duties are:

- + Ensuring that there is sufficient budget allocation to manage the environment.
- + Regularly reviewing with the Director of Finance and Estates the effectiveness of the measures to manage the environment.
- + Liaising with governors and or the education authority on policy issues and any problems in implementing the Environmental and Sustainability Policy.

3.3 Director of Finance and Estates' Responsibilities

The Director of Finance and Estates is responsible for setting up appropriate systems to ensure that the Environmental and Sustainability Policy works. In this role he will:

- + Ensure that the college has an Environmental and Sustainability Policy and that it is reviewed every four years.
- + Ensure that effective monitoring of the environment and practical implementation of the policy is carried out.
- + Develop and co-ordinate appropriate training strategies in conjunction with the manager responsible for staff development.
- + Ensure that appropriate information and instructions to assist staff in carrying out their environmental responsibilities are produced and available.
- + Provide Senior Managers, Senior Curriculum Managers, Senior Pastoral Managers and Heads of Department with support so that they may implement good environmental practices and procedures within their areas of responsibility.
- + Ensure that contractors undertaking work on site are aware of the College's Environmental and Sustainability Policy and that they have effective systems to comply with the College's policy.
- + Consult with staff to ensure progressive and positive methods are adopted.
- + Regularly report to the Principal on the measures to manage the environment.
- + Report annually to Senior Management on general matters of the environment.

3.4 Premises Staff Responsibilities

Premises staff are responsible for implementing the Policy in the grounds and buildings. They should report to the Director of Finance and Estates or other senior staff, any malfunctioning equipment or building defects that would have a detrimental affect on the environment. They should ensure that:

- + The grounds and buildings are regularly maintained.
- + Any graffiti is removed immediately.
- + That external lighting operates only when needed and where time switches are used they are adjusted weekly.
- + Recyclable waste is collected regularly.
- + When touring the building they check the heating and windows for any malfunctions.

3.5 Technicians Responsibilities

Technicians are responsible for ensuring that equipment is set up and maintained in a way that does not harm the environment. They should ensure that:

- + Damaged equipment that may harm the environment is reported as soon as possible.
- + When charging electrical equipment, chargers should be used responsibly.

- ✚ Harmful substances are correctly managed and damage to the environment is minimised.

3.6 **Computer Services Department Responsibilities**

The Computer Services Department is responsible for recycling print cartridges and any other elements of computers that can be recycled. This department is also responsible for ensuring that print runs are kept to a minimum.

3.7 **Personnel Manager's Responsibilities**

The Personnel Manager should draw to the attention of new or potential employees that the College operates an Environmental and Sustainability Policy and that they should familiarise themselves with this policy, as they should with the other College policies.

3.8 **Senior Staff Responsibilities**

Senior Managers, Senior Curriculum Managers, Senior Pastoral Managers and Heads of Department and Service Areas are responsible for

- ✚ Implementing the college Environmental and Sustainability Policy in the area under their control.
- ✚ Working with the Director of Finance and Estates to develop and improve the ways of improving the environment.
- ✚ Ensuring that all staff receives sufficient induction on how to look after their environment.

3.9 **Teaching Staff Responsibilities**

Teachers are responsible for ensuring that the college's Environmental and Sustainability Policy is followed within the areas under their control. They will:

- ✚ Remind students of their responsibilities when necessary.
- ✚ Ensure that there is no excessive wastage in their teaching area.

3.10 **Support Staff Responsibilities**

All staff employed by the college have individual responsibilities for the environment. This means they must:

- ✚ Ensure that there is no excessive wastage in their work area.

3.11 Students' Responsibilities

Every student has a responsibility to:

- ✚ Dispose of litter in a responsible way and place recyclable items in the appropriate bins.
- ✚ Act in a way that shows respect for the College environment.

3.12 Student Council Responsibilities

The Student Council will be involved at every opportunity in discussions regarding the review and implementation of this policy.

4 Audit and Review

The Environmental and Sustainability Policy will be reviewed every four years and amended in line with organisational changes and legislation as necessary.

November 2010