

Carbon Reduction / Sustainability Policy and Procedures

**John Dewey Specialist College
(Part of Area 51 Education Ltd)**



Approved by:	Nicki Quarterman	Date: 13/02/2025
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Last reviewed on:	13/02/2025
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Next review due by:	Feb 2027
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Purpose

At Area 51 Education, we are committed to protecting the environment by adopting sustainable practices that reduce our carbon footprint, conserve resources, and promote a culture of environmental responsibility among staff, students, and service users.

Scope:

This policy applies to all staff, students, contractors, and visitors across our two sites and operations.

Core Principles and Good Working Practices:

1. Energy and Water Conservation

- Turn off lights, equipment, and heating systems when not in use.
- Use energy-efficient bulbs (LEDs) and appliances.
- Maintain heating and cooling systems for optimal efficiency.
- Use water-saving fixtures such as low-flow taps and cisterns.
- Collect rainwater where possible for garden and cleaning use.

2. Sustainable Transportation

- Encourage staff and attendees to walk, cycle, or use public transport for commuting.
- Promote carpooling and provide information about local transport options.
- Consider the use of electric or hybrid vehicles for organizational travel.
- Provide secure bike storage facilities at all sites.

3. Waste Reduction

- Move organizational communication, documentation, and training online to reduce paper usage.
- Promote recycling by clearly labelling waste bins and providing designated recycling areas.
- Minimize single-use plastics and packaging.
- Regularly review and reduce organizational waste through efficient procurement and disposal practices.

4. Promoting a Culture of Sustainability

- Provide ongoing training and information about sustainable practices to staff and service users.
- Integrate sustainability into organizational policies, decision-making, and activities.

- Encourage suggestions and feedback from staff and service users on reducing environmental impact.
- Support participation in local and national environmental initiatives.

5. Monitoring and Continual Improvement

- Regularly monitor energy, water, and waste use.
- Set measurable targets for reduction and track progress annually.
- Review and update this policy at least annually to incorporate best practices and new innovations.

Implementation and Responsibility:

Responsibility for implementing this policy lies with senior management, in partnership with all staff and stakeholders. Coordinators and the Facilities Manager have responsibility for overseeing specific initiatives and ensuring they are embedded into daily practices.

Review and Communication:

This policy will be communicated to all staff, service users, and partners. Progress reports will be shared annually, demonstrating our commitment to continual improvement.