

4myschools Environmental & Carbon Reduction Policy

4myschools recognises and understands the importance of protecting the environment in which we operate. We are fully committed to minimising the impact that running our business has on the environment and we encourage our clients, suppliers and other stakeholders to do the same.

4myschools is aware that our business activities result in the use of energy, the generation of waste, transport emissions and the use of office stationery and we will comply with all relevant legislative, regulatory, and other environmental requirements to act in a socially responsible manner, and we strive to continuously improve our environmental and carbon emissions performance.

4myschools aim to:

- Reduce all carbon emissions becoming Net Zero as soon as is practicable;
- Purchase environmentally friendly office supplies and cleaning products;
- Minimising the use waste by implementing recycling;
- Reduce the temperature in the office and minimise the use of air conditioning;
- Turn off lights and other electrical equipment when not in use and overnight.
- Use whiteboards opposed to flipcharts and refillable/long life pens/markers;
- Use recycled paper and save electronic copies rather than hard copies of documents;
- Print on both sides of the paper and use scrap paper where practical;
- Use refillable ink cartridges in the printer and recycle ink cartridges;
- Use mugs and glasses as opposed to disposable cups;
- Minimise pollution by reducing staff travel, increasing flexible home working and encourage greener options e.g., car sharing, the use of public transport, & bike to work schemes;
- Maximise the use of online digital systems reducing the need for face-to-face interviews & all unnecessary travel;
- Consider the environmental impact of business decisions made;
- Inform and encourage staff to act in an environmentally responsible manner and provide training where necessary;
- Encourage feedback from staff on improvements and feed these into the policy;
- Designate appropriate resources to implement, monitor and continuously improve the policy;
- Make this policy available to any interested external parties and to employees;
- Continually improve and monitor the environmental performance of the company and report these to interested parties.

Simone Payne CEO, is responsible for implementing the above carbon reduction objectives, reviewing progress, and updating this policy as necessary.

4myschools review this policy annually and publish the results on the 4myschools website.