

4myschools Environmental & Carbon Reduction Policy

4myschools is committed to operating in a responsible, ethical and sustainable manner. We recognise our responsibility to minimise our environmental impact, create positive social value and maintain strong governance standards across our business.

As a specialist education recruitment provider, we aim to support schools, candidates, employees, suppliers and local communities through sustainable business practices and responsible decision-making.

Environmental Commitments

4myschools will:

- Work towards Net Zero carbon emissions as soon as reasonably practicable
- Monitor and reduce our environmental impact through energy efficiency, waste reduction and sustainable procurement by:
 - purchasing environmentally friendly office supplies and cleaning products
 - reducing the office temperature and minimising use of air conditioning
 - turning off lights and other electrical equipment when not in use/overnight
 - using whiteboard as opposed to flipcharts and refillable/long life pens
- Operate a digital-first approach to minimise paper usage by:
 - using recycled paper and saving electronic copies, rather than hard copies
 - printing on both side of paper and using scrap paper where practical
 - using refillable ink cartridges and recycling ink cartridges in the printer
 - using mugs and glasses as opposed to disposable cups
- Encourage recycling and responsible resource management across all areas of our business
- Promote flexible and hybrid working, virtual meetings and sustainable travel options where appropriate to reduce unnecessary travel and minimise pollution by:
 - encouraging car sharing, the use of public transport, & bike to work schemes
 - interviewing internally and externally virtually wherever possible
- Consider environmental impact when making business and purchasing decisions

Social Commitments

4myschools will:

- Promote equality, diversity and inclusion in all areas of our business
- Maintain fair and ethical recruitment practices
- Support employee wellbeing, training and professional development
- Uphold safeguarding and safer recruitment standards across the education sector

- Create positive social value through supporting schools, candidates and local communities

Governance Commitments

4myschools will:

- Comply with all applicable legal, regulatory and industry requirements
- Maintain robust policies covering safeguarding, health and safety, equality, data protection, anti-bribery and modern slavery
- Ensure ESG objectives are overseen by senior leadership
- Promote ethical business conduct, transparency and accountability
- Encourage suppliers and contractors to share our commitment to sustainability and responsible business practices

Monitoring and Review

The CEO has overall responsibility for the implementation of this policy. 4myschools will review ESG objectives annually, monitor progress against key commitments and continually seek opportunities to improve our environmental, social and governance performance.

This policy will be reviewed annually and made available to employees, clients, suppliers and other interested stakeholders.

Approved by: Simone Payne, CEO