



ENVIRONMENTAL POLICY

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1. PURPOSE

The purpose of this policy is to ensure that Seadown School manages environmental issues and promotes policies to positively reduce the impact on the environment.

2. SCOPE

The Seadown School Environmental Policy applies to all employees of Seadown School and this document defines environmental responsibilities for managers within Seadown School Ltd.

3. POLICY

Seadown School Environmental Policy Statement

Seadown School recognises that its business activities inevitably have environmental consequences and is therefore committed to keeping the impact to a minimum. We shall seek to minimise the potentially harmful effects of these negative impacts by continuously reviewing our environmental performance.

The Directors are keen to see continuous improvement in environmental performance and we are committed to:

- Complying fully with existing environmental legislation and regulations, and remaining aware of draft, impending, or proposed legislation;
- Identifying, monitoring, managing and reviewing our environmental aspects and impacts;
- Monitoring relevant discharges and emissions to air, land and water and to assess what action is necessary to reduce pollution or the risk of pollution;
- Minimizing waste, especially hazardous waste, and wherever possible promoting the reduction, reuse or recycling of solid waste where economically and environmentally sensible. When these options are not available, to dispose of solid waste in the most environmentally responsible manner;
- Developing strategies to minimise inefficiencies in energy consumption;
- Developing strategies for reducing water consumption;
- Promoting environmental awareness and responsibilities among staff through
- Appropriate training, information and instruction;
- Encouraging our suppliers and contractors to adopt environmental policies and management systems and by using products and services which cause the least harm to the environment;
- Making action plans and setting environmental targets and goals designed to improve our environmental performance;

- Investigating complaints relating to nuisance from our environmental impacts;
- Avoiding wherever practical the use of environmentally damaging substances, materials and processes;
- Working with other, local, national training companies, stakeholders and other agencies and informing them of our objectives whilst seeking their help in achieving them;
- Monitoring progress through internal and external audit and publishing an environmental performance report on an annual basis.

Our policy will be reviewed annually by the Directors of Seadown School.

4. PROCESS

4.1 Responsibilities for Environmental Management

Whilst the responsibility for managing environmental issues rests with local managers / Headteacher in each function the following specific responsibilities for the Health and Safety management team within Seadown School and have been identified:-

4.1.1 Directors

The Directors and the Safety and Health and Safety Management Group are responsible for the development of the policy, setting objectives and targets, reviewing and agreeing the Seadown School and environmental aspects and impacts and for reviewing and monitoring progress.

4.1.2 Resources Manager

The Managing Director is responsible for the employment of contractors to carry out work such as litter clearance, heavy cleaning, painting and refurbishments within houses and offices. Contractors also undertake work to clear foliage and undergrowth where this clearance is the responsibility of Seadown School.

4.1.3 Headteacher / H&S Lead / Maintenance

Residential Managers are responsible for the supervision of contractors in carrying out work such as litter clearance, heavy cleaning, painting and refurbishments within the school. Contractors also undertake work to clear foliage and undergrowth where this clearance is the responsibility of Seadown School. They are also responsible for the support staff that undertake domestic and household duties within their role.

4.1.4 Maintenance Team

The Maintenance Team reporting to the Headteacher is responsible for minor maintenance work including graffiti removal, shrub clearance, painting and cleaning.

5. HEALTH & SAFETY

The Resources Manager is responsible for ensuring environmental considerations are taken into account during the purchasing, contracting and tendering processes.

The Resources Manager is also responsible for overseeing Seadown School specific contracts such as the general waste contract, removal of sharps/clinical waste, and emergency clean up.

The Directors are responsible for ensuring environmental issues are considered when projects are referred to the Investment Committee.

5.1 Safety and Environmental Function

The Health and Safety Officer is responsible for co-ordinating the company's contribution to, and participation in, the development of the environmental policy, legislation and other externally initiated matters. The post also acts as the focal point for the coordination of environmental matters and for ensuring both internal and external audits of the Environmental Management System are carried out.

The Head of Health and Safety Officer Seadown School's environmental strategy, reviews progress against the environmental objectives described in the Seadown School Health and Safety Plan and collates information for the annual Environmental and Social Report.

The Headteacher, with the help of the H&S Officer, coordinates the overall environmental performance and impact of Seadown School.

The Health and Safety Officer will act as facilitator for any sub-group established for developing environmental strategy.

5.2 Planning & Implementation

The H&S Officer will make sure that the school conforms to all environmental legislation.

To assist in the development of environmental strategy, including energy saving initiatives within Seadown School, the Headteacher may initiate student led campaigns through the student voice initiative. The frequency of meetings shall be determined by the student voice and minutes as well as actions be taken

The Health and Safety Officer will have responsibilities for environmental management and for developing an environmental strategy decreasing the impact on the environment of Seadown School. These responsibilities are augmented by the environmental objectives detailed in Seadown School's annual Safety and Environmental Plan.

5.3 Measuring Performance

The environmental performance targets and objectives are designed where possible to concentrate upon those areas where the company can lessen detrimental impact upon the environment and contribute to other environmental issues.

The objectives will be translated into personal objectives for appropriate line and support managers to enable individual performance to be measured.

The local managers where applicable are responsible for ensuring that progress with environmental objectives is reported to the Health and Safety Manager.

5.4 Monitoring & Review

Progress against the personal objectives for all staff at Seadown School will be reviewed during their Personal Development Plan/Appraisal reviews.

As described above, one of the roles of the Health and Safety Officer is to monitor progress against the objectives set by the Headteacher and/or Directors. This review of process and environmental issues will be a standing item on the agenda of each meeting of the Senior Managers meetings, and records will be maintained of progress against the objectives.

The Health and Safety Officer will ensure internal and external audits are conducted in relation to Seadown School's environmental management. The findings of these audits will be reported to the Headteacher.

6. COMPLAINTS

Any complaints received in relation to the environment will be activated through our normal company complaints procedure. All complaints will be recorded and reported according to the schools complaints policy. All issues will also feature on the Health and Safety meeting agenda.

END

POSITION	Headteacher	NAME	Sam Norton	SIGNATURE	S.Norton	DATE	25/02/2025
POSITION	Governor	NAME	Steve Alexander	SIGNATURE	S.ALEX	DATE	18/02/25