

Westfield Arts College

Environmental Sustainability Policy

Reviewed by committee	FGB	Policy type: Statutory
Adopted by Governing Body	8/12/2025	Review cycle: Three years
Date for next review	Autumn 2028	Signed by Chair: 

WESTFIELD ARTS COLLEGE

Statement of Intent

Westfield is committed to educating our pupils about environmental concerns and the importance of living sustainably. We recognise our responsibility to ensure that pupils are prepared for a world impacted by climate change through learning and practical experience. We encourage both pupils and staff to think about the environment and how their actions will impact upon their local surroundings, as well as the global environment. Effective use of this policy will ensure pupils are taught about environmental sustainability, promote an eco friendly attitude, and ensure that the school itself is as sustainable as it can be

The school recognises that the use of digital technologies, including Artificial Intelligence (AI), has environmental implications through energy consumption, resource use, and electronic waste. In implementing digital and AI-enabled systems, Westfield Arts College will align practice with this policy to ensure that technological development supports sustainable practice and the responsible use of resources.

Legal Framework

This policy has due regard to legislation and guidance including, but not limited to, the following:

- Climate Change Act 2008
- The Ozone-Depleting Substances Regulations 2015
- Environmental Protection Act 1990
- Control of Pollution Act 1974
- DfE (2012) 'Top tips for sustainability in schools'
- The Waste Electrical and Electronic Equipment Regulations 2013
- DfE (2022) 'Sustainability and climate change: a strategy for the education and children's services systems'

This policy operates in conjunction with the following school policies:

- Data Protection Policy
- Therapeutic Behaviour Policy
- Code of Conduct for Employees
- Health and Safety Policy

Roles and Responsibilities

The Governing Body is responsible for:

- Reviewing the Environmental and Sustainability policy
- Bringing an awareness of sustainability to the forefront of our education, not only in our curriculum but around school, in all activities and our general ethos.
- Consider environmental impacts where any new buildings or capital refurbishments are being planned.
- Support the school to reduce waste by increasing re use, recycling and reduce landfill waste

- Supporting the school to improve energy efficiency
- Encourage the school to actively seek sustainable procurement opportunities
- Monitoring a curriculum which promotes the need for environmental sustainability.

The school is responsible for:

- Developing a curriculum which promotes the need for environmental sustainability.
 - Including and engaging staff, governors, pupils, parents and the local community to improve and sustain the world today for future generations.
 - Sharing good practice with pupils, parents and the community, and encouraging them to adopt the initiatives outlined within this policy.
 - Promoting awareness of climate change through cross-curricular activities.
 - Sharing the responsibility with the wider community for promoting and practising policies which show concern and care for the future of the global environment.
 - Preparing pupils for a world impacted by climate change through learning and practical experience
 - Actively seeking sustainable procurement opportunities
 - Ensuring where possible that equipment purchased is made from sustainable resources, for example, biodegradable cups for water rather than plastic.
- Encouraging parents to:
 - o Promote an eco-friendly lifestyle at home.
 - o Encourage children to walk or cycle to school, when possible.
 - o Recycle at home and ensure that their children understand how to recycle.
 - o Reinforce the learning that the school implements in regard to the environment.

The Headteacher is responsible for:

- The overall implementation of this policy.
- Ensuring that teaching staff have the necessary knowledge to teach pupils about environmental concerns.
- Ensuring that staff and pupils understand the importance of energy conservation, for example, ensuring that they turn lights off when not in use.
- Ensuring that catering staff understand the importance of making progress towards carbon neutrality including recycling and disposing of food waste sustainably
- Ensuring that the Site Management Team understand their responsibility to making progress towards carbon neutrality.
- Identifying, with the site manager, ways to reduce energy wastage such as installing motion sensor lights
- Identifying, with the site manager, ways to reduce waste by increasing re use, recycling and reduce landfill waste
- Support pupils to cycle to school through participation in Cycle to school training

Teaching staff are responsible for:

- Promoting the need for environmental sustainability in their lessons.
- Ensuring their classrooms are using energy sustainably, for example, ensuring that computers and lights are turned off when not in use.

The Site Management Team is responsible for:

- Recording data such as energy and waste energy use and reporting any waste to the Headteacher
- Encouraging and supporting staff and pupils to ensure classrooms are using energy sustainably
- With the support of the headteacher, monitor shared spaces ensuring these are using energy sustainably
- Ensuring that outside lights are switched off when they are not needed.
- Monitoring the cleaning staff and advising them on good energy practice.
- Maintaining the overall cleanliness of the school premises.
- Communicating with disposal companies regarding the disposal of recyclable and non-recyclable waste, so that the school can implement a waste disposal procedure for all staff and pupils to follow.
- Coordinating waste disposal from the premises and ensuring that all waste is disposed of correctly.
- Consider, with the Headteacher, the development of the school grounds to develop bio diversity, outdoor learning opportunities and support our progress to carbon neutrality The Sustainability Team is responsible for:
 - Developing a sustainability curriculum
 - Appraising the Governing Body on environmental and sustainability projects running across the school
 - Sourcing grants to support the implementation of sustainable processes

Student Voice are responsible for:

- Represent the views of the pupils.
- Taking an active approach to helping pupils understand a variety of issues such as climate change and waste. This could include:
 - o Reviewing and promoting sustainability throughout the school
 - o Monitoring any litter problems in the wider community and address any problems.
 - o Promoting a litter free environment to other pupils.

Pupils are responsible for:

- Applying their learning at home and aiming to be sustainable outside of school.
- Walking or cycling to school, when possible.
- Using energy sustainably, for example, not leaving taps running.
- Be responsible for keeping our classrooms, school and grounds clean and tidy.
- Eat healthy, natural fruit and vegetable snacks, which don't come in paper or plastic packaging.
- Use the right bins so that we can recycle and compost our waste.

Waste and recycling

- We will reduce the amount of waste we produce by:
 - o Writing and printing on both sides of paper wherever possible.
 - o Using emails as much as possible, to reduce paper waste.
 - o Using emails, the school's website and parent text messaging procedures when communicating with parents, to reduce paper waste.
 - o Composting food waste, both from the kitchen and food brought into school by pupils.
 - o Ensuring selective waste collection and organic waste treatment for composting and mulching.

- o Putting used paper in a scrap paper drawer and re-using it whenever possible.
- o Only printing documents when it is essential.
- o Making sure that all waste office equipment is correctly disposed of via re-use or recycling schemes.
- o Where possible, encouraging pupils to share worksheets.
- o Where possible, laminating frequently used documents, protecting them from damage and prolonging their use.
- Pupils will be encouraged to bring reusable water bottles into school, as opposed to disposable plastic bottles.
- Any disposable plastic bottles brought into school will be recycled.
- There will be clearly labelled bins located throughout the school for recycling, food waste and general waste.
- We will display posters explaining important environmental considerations, for example, what sort of waste can be recycled and how litter can be detrimental to the environment.
- Any paper containing personal or sensitive information will not be re-used and will be disposed of in accordance with the school's Data Protection Policy.
- Teachers will encourage pupils to partake in weekly litter picking around the school grounds as well as a monthly litter pick in the local area.
- Litter picking volunteers will be in groups no larger than 10 and will be accompanied by a member of staff at all times.

Waste electrical and electronic equipment (WEEE)

- WEEE is regulated to reduce the number of devices and equipment that is incinerated or sent to landfill sites. To reduce the school's carbon footprint and minimise the impact on global warming, the necessary steps are taken to ensure WEEE is disposed of properly.
- The types of electrical and electronic equipment (EEE) the school will safely dispose of include, but are not limited to, the following:
 - Desktop computers
 - Servers
 - Laptops
 - Monitors
 - Printers
 - Projectors
 - Scanners
 - Interactive whiteboards
- The headteacher, in collaboration with the technician, will find a suitable partner, to dispose of WEEE safely.
- Before disposal, the technician will ensure data is securely deleted or backed-up in accordance with the Data Protection Policy and Records Management Policy. Littering
- The school understands that, under the Environmental Protection Act 1990, littering is a criminal offence. It also understands that fines may be incurred where individuals deliberately litter the premises.
- Every member of the school community has a duty to dispose of waste properly. Specifically, individuals are responsible for:
 - Putting litter in a bin.
 - Using the appropriate recycling bins.
 - Using resources thoughtfully. o Reusing resources where possible.

- Assisting the site manager and eco warriors with the cleanliness of the premises.
- The Site Manager takes overall responsibility for the overall cleanliness of the school premises.
- The Site Manager arranges and coordinates waste disposal from the premises and ensures that items are disposed of correctly.

To mitigate risks of littering, the school implements the following procedures:

- Designated eating areas – pupils and staff are only permitted to eat in these areas to prevent unwanted litter.
- Waste disposal – bins are provided throughout the school, with additional bins provided in eating areas, to ensure sufficient availability for waste disposal.
- The school raises awareness of anti-littering amongst pupils and staff through dedicated assemblies, PSHE lessons, staff training days and additional resources, such as leaflets and posters.

Transport

- Pupils and staff will be encouraged to walk to school, where possible. We acknowledge this is difficult for many families due to distance travelling to school and the needs of students
- The benefits of daily exercise, such as walking to school when possible, will be promoted throughout the school.
- We will encourage teachers and other members of staff to car share whenever possible, for example, when travelling to external training days.
- We will produce informative material, such as posters and leaflets, regarding the impact of the carbon emissions produced by personal vehicles and public transport on the environment, which will be displayed and distributed around the school.
- We will have suitable and safe storage for staff and pupils to store bicycles.
- We recognise that there are risks involved when individuals choose to walk or cycle to school; therefore, we will organise road safety lessons in PSHE.

School grounds

- The site manager will monitor the consumption of energy within the school, recognising where the school is wasting energy and implementing measures to reduce energy consumption, e.g. introducing motion sensitive lights
- Energy saving lightbulbs will be used throughout the school when lighting is being replaced.
- When new buildings or refurbishments are being planned, we will always consider any environmental impacts and energy saving solutions.
- We will promote an ethos of environmental understanding. Pupils will be taught to understand that their actions have a direct impact upon the environment.
- We will discourage environmental indifference and promote the importance of understanding the impact that each individual has on the environment.
- We will encourage staff and pupils to adopt healthy lifestyles, as healthy lifestyles often lead to a sustainable lifestyle, for example, walking instead of driving.
- We will ensure pupils complete the daily mile exercise each day.

Sustainable farming and fishing

- We will teach pupils where food comes from as part of the PSHE lessons, including giving them first hand experience of growing their own fruit or vegetables.

- School meals will be designed with due regard to seasonal produce and locally sourced food.
- Where possible, we will approach local food suppliers for their produce to be used in school meals.
- Pupils will be taught about the importance of sustainable fishing and farming, and any fish products used in school meals will be sustainably sourced.

Energy

- We will reduce our energy usage by:
 - Switching off lights when they're not in use.
 - Keeping doors and windows shut in cold weather and installing draught excluders so that warm air is retained.
 - Turning off energy-draining appliances, for example, computers, projectors and interactive white boards, when they're not in use.
 - Monitoring the temperature and frequency of heating in the school and adjusting it accordingly.
 - Conserving water by installing systems that reduce waste such as cistern dams and flow restrictors.
 - Insulating hot water pipes to reduce water waste when running a tap, as well as reducing the likelihood of frozen pipes in winter.
 - Ensuring all systems work efficiently, and any breakages or leaks are resolved as a matter of high priority by the site manager.
 - Auditing the amount of energy used each term.
 - Upgrading the school's heating system to a modern, more efficient system, including a smart meter, to reduce emissions.
 - Displaying information around the school and in classrooms to ensure that pupils understand the importance of switching off lights, computers and taps when they're not in use.
 - Monitoring the environmental sustainability of suppliers and adjusting procurement arrangements accordingly.
 - Making all members of the school's community aware of the link between energy use and financial costs.
- We will display our Display Energy Certificate in plain sight, for example, in the school foyer. Reducing carbon emissions
- We are committed to reducing our overall carbon emissions. Emissions will be reduced by:
 - Implementing renewable technologies that export surplus energy to the national grid.
 - Sourcing school supplies from UK suppliers as much as possible.

We will communicate with our LA and other schools to enhance our provisions and continue to develop and implement best practice within the school.