



Energy, Waste & Recycling Policy

1. Rationale

- 1.1 Our overall aim is to promote energy efficiency and recycling across the school and to encourage students and staff to make these activities an everyday norm.
- 1.2 We impress upon all stakeholders the environmental benefits of energy saving and recycling and purchase energy efficient equipment when buying new.

2. Procedures

- 2.1 The school operates mixed recycling of paper, card, plastic bottles and cans. There are External and internal mixed recycling containers for staff and students to use. Waste collections from four 1100 litre containers are made twice weekly via our waste contractor.
- 2.2 There is a clothes recycling point situated on the car park for use by staff and visitors.
- 2.3 Cartridge and toner recycling is encouraged by the IT Technicians with arrangements Wherever possible, re-manufactured cartridges will be supplied.
- 2.6 Redundant IT equipment and cartridges are recycled via a certified third party. All hard drives are destroyed by the certified third party and a report provided as evidence to the school.
- 2.7 Desktop computers and monitors are shut down automatically at night and during holidays to save electricity consumption.
- 2.8 Staff are encouraged to switch off lights and equipment when not in use.
- 2.9 The cleaning and catering contractor delivers training to their staff and encourages recycling with their areas of work within the school.
- 2.10 Our gas and electricity meters are fitted with AMRs (automatic meter readers). These report back daily usage data to a company named STARK. Light hall caretaking staff regularly monitor these reports looking for trends and any out-of-hours abnormal consumption. SMBC provide annual benchmarking data showing Light Hall against other Solihull schools.
- 2.11 Water leaks are reported immediately and water usage is monitored on a quarterly basis.

3.0 Monitoring

- 3.1 The Operations Director and Facilities Manager monitors the waste contract and reviews the strategy at the next contract renewal.
- 3.2 ICT Technicians will monitor the effectiveness of IT recycling.

VERSION 1	TO BE APPROVED BY FULL GOVERNING BODY ON:	POLICY RENEWAL REQUIRED: BI-ANNUALLY	REVIEW DATE	SIGNED: CHAIR OF GOVERNORS
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