

Policy Title	Environmental Policy
Issue date (m/y)	09/2011
Author	Laura Cook Director
Approved by	Donna Welburn, Operations Manager
Last review date (m/y)	08/2017
Review date (m/y)	08/2019

Context and /or Aims

As a company The Learning Support Centre Ltd is conscious of the impact that businesses can have on the environment and as such are committed to reducing its carbon footprint, improve recycling, reduce reliance on packaging, minimising waste, and improve efficiencies on finite natural resources in all of the company's operations.

Policy Statement

All environmental commitments are an integral part of the day to day activities, and are clearly communicated to all employees.

Requirements for Implementation

The Learning Support Centre Ltd is working to promote green methods of transport such as bicycles and public transport where possible. The Learning Support Centre allows office based staff to work from home on a regular basis to reduce traffic pollution. The Learning Support Centre Ltd adopts recycling procedures for office paper waste, cardboard and ink cartridges and other recyclable items.

The Learning Support Centre Ltd ensures documentation and correspondence is sent and received electronically where possible and paper based copies kept to a minimum. Double sided printing is used where appropriate. The Learning Support Centre Ltd are working towards a paperless office, no electrical items are left on standby and natural lighting is used when possible.

The Learning support Centre Ltd continues to be part of the Green Impact Project and has won four awards for progress in becoming a greener company.

The Learning Support Centre Ltd maintains an open approach to other ways of improving efficiency and reducing waste.

Related Documents

[Environmental Protection Act 1990](#)