

Environmental policy

Articulacy is committed to integrating environmental best practice into all its business activities. The company accepts its environmental responsibilities and recognises its obligation to reduce the impact of business activities on the environment. The company will achieve this through a policy of continual improvement in environmental performance.

To achieve these objectives, the company will:

- adopt best practice and assist, where possible, in developing innovative solutions to the environmental issues and problems facing its sector;
- conduct its activities in full knowledge of, and compliance with, the requirements of applicable environmental legislation and Approved Codes of Practice;
- assess the environmental impact of all past, current and likely future operations, and fully integrate environmental considerations and objectives into its business decisions;
- minimise consumption of natural resources, including energy, water and raw materials, as far as is economically practicable;
- prevent pollution and minimise emissions;
- reduce the production of waste and develop effective waste management and recycling procedures, as well as disposing of unavoidable waste in such a way as to minimise its environmental impact;
- develop and implement integrated logistics policies, and encourage the use of environmentally friendly means of transport by employees, freelancers or other associates;
- establish environmental objectives and targets, and measure performance against these targets;
- raise awareness amongst employees, freelancers or other associates through appropriate education and training, encouraging them to become more environmentally responsible;
- encourage awareness of, and commitment to, improved environmental performance amongst suppliers and customers;
- communicate this policy to members of employees, freelancers or other associates, and consult with them to ensure that they take an active role in its implementation and review; and
- monitor and review its environmental performance and publish and communicate this performance to employees, freelancers or other associates and other concerned parties.

Each employee, freelancer or other associate is responsible for his/her adherence to the principles of this policy. The contents of this policy and the way in which it is being implemented will be reviewed annually.

Implementation plan

Specifically, Articulacy employees, freelancers or other associates will consider where possible:

- Whether printing a document is necessary and using Google Drive as a method of storing documents instead
- Using public transport to attend meetings, networking events and workshops in schools
- Sharing lifts when driving to meetings, networking events or workshops in schools
- Using environmentally friendly products such as recycled paper
- Disposing of paper waste by shredding then recycling
- Recycling printer cartridges
- Using one Student Ambassador file for each tutor so Student Ambassadors have access to important printed information without having to have a copy each

This policy was last reviewed by Articulacy on 5th August 2018

Signed on behalf of Articulacy



Print name here

Leanne Fennell

Date

5th August 2018