



## HIGHBURY PRIMARY SCHOOL

### GREEN PROCUREMENT POLICY

Highbury Primary and Nursery School's mission is:

- To be an inclusive, safe and caring community where each member is equally valued and nurtured to develop their potential.
- To achieve academic excellence by ensuring each pupil performs to the best of their ability.
- To work together as a team with parents and carers within the community to promote respect responsibility for the benefit of all.

#### **Green Procurement Policy**

##### **1. Introduction**

This policy takes into consideration the articles that form part of the UNICEF Convention on the Rights of a Child.

**Article 17 Access to information; mass media**

**Article 13 Freedom of expression**

**Article 24 Health and health services**

##### **2. Policy Statement**

We will ensure that when all products and services are purchased, we will consider environmental aspects, potential impacts and costs, associated with their life cycle. Our practice of procuring products and services will endeavour to ensure that they are less harmful to the environment (land, air and water) and that they are made with less harmful materials when produced, used or consumed. This will include, where possible; buying locally, buying recycled and recyclable, using less chemicals and reducing the schools carbon footprint associated with products and services.

## **Paper**

### **Procurement considerations**

1. Paper to be based on recycled/recyclable paper or paper based on sustainably harvested virgin fibre
2. Procurement of paper that is produced through a process of low energy consumption and emissions
3. Manufacturer states 'Ecological responsibility'

## **Cleaning Products**

### **Procurement considerations**

1. Use products made in the UK

## **Office equipment**

### **Procurement considerations**

1. Purchase energy efficient models
2. Use products design for recycling, that have a longer life and have taken back options
3. Ensure the packaging used can be recycled
4. Correct disposal of any waste products, such as re-using or recycling

## **Lighting**

### **Procurement considerations**

1. Purchase replacement lamps that have low energy usage
2. Use lighting controls to further reduce energy consumption
3. At installation stage, ensure system works as intended, in an energy efficient way
4. Recycle all waste appropriately

## **Furniture**

### **Procurement considerations**

1. Use materials made partly or totally from recycled materials and/or renewable materials
2. Avoid as much as possible hazardous substances in materials production and surface treatment
3. Ensure the materials and furniture packaging can be separated and recycled or the packaging
4. Materials are based on renewable raw materials
5. Procure fit for use, repairable and recyclable furniture

## **Electricity**

### **Procurement considerations**

1. Energy Award / Display Energy Certificate

## **Litter Policy**

## **Food and catering services**

### **Procurement considerations**

1. Procurement of organic food or purchase of food coming at least partially from organic sources e.g. free range eggs and meat
2. Procurement of sustainably-produced or caught aquaculture and marine products
3. Procurement of livestock products with high welfare standards
4. Procurement in bulk or in packaging that has a high recycled content
5. Use of reusable cutlery, crockery, glassware and tablecloths
6. Full waste collection of food stuffs with staff training
7. Minimise of the use of hazardous chemicals and the use of environmentally friendly cleaning and dishwashing products
8. Procurement of water and energy efficient kitchen appliances
9. Procurement of locally produced products or UK made

## **Gardening Services**

### **Procurement considerations**

1. Avoid the use of peat as a soil improver
2. Limit plant pesticides and use alternative pest control techniques
3. Use (whenever possible) locally collected water (water butts) with efficient irrigation
4. Procure organically produced and native plants
5. Ensure appropriate materials are composting
6. Procure products in recycled, compostable, reusable, recyclable or biodegradable packaging
7. Act on invasive plants and animals

## **Textiles**

### **Procurement considerations**

1. Reuse materials that have been purchased (hand on or sell second hand school uniforms via the PTA, book prizes & reuse bookbags)

Policy agreed by ECO Council September 2017

Policy agreed by Full Governing Body 26/9/17

Policy to be reviewed by Full Governing Body September 2022