

Introduction

Winchmore Tutors Ltd recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods.

Responsibility

Craig Varney, Director, is responsible for ensuring that this environmental policy is implemented, however, all employees have a responsibility in their area to ensure that the aims and objectives of this policy are met.

Policy Aims

We endeavour to:

- Comply with all relevant regulatory requirements
- Continually improve and monitor environmental performance
- Continually improve and reduce environmental impacts
- Increase employee awareness

Paper

We will:

- Minimise the use of paper in the office
- Reuse and recycle all paper where possible

Energy and Water

We will seek to:

- Switch off lights and electrical equipment when not in use
- Take energy consumption and efficiency of new products into account when purchasing them
- Encourage suppliers to switch to renewable energy sources i.e., Solar Panels

Office Supplies

We will:

- Reuse and recycle everything we are able to

Transportation

We will:

- Reduce the need to travel, restricting to necessity trips only
- Promote the use of travel alternatives such as e-mail or video/phone conferencing
- Promote the use of greener modes of transport for example cycling, walking, public transport or car pooling

Monitoring and Improvement

We will:

- Comply with all relevant regulatory requirements
- Continually improve and monitor environmental performance
- Continually improve and reduce environmental impacts
- Review this policy and any related business issues at management meetings

Culture

We will:

- Update this policy at least once annually in consultation with staff and other stakeholders where necessary
- Involve staff in the implementation of this policy, for greater commitment and improved performance
- Use local labour and materials where available to reduce CO2 and help the community

Issue Date: August 2025

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Review Date: August 2026

Signed:



Craig Varney : Winchmore Tutors - Director