



Ashford Park Primary School



Green Procurement Policy September 2016

Ashford Park Primary School 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 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 cleaning products that are effective at lower temperatures
2. Avoid certain hazardous substances in the product
3. Avoid phosphorus and limit biocides in the product
4. Follow the recommended dosages
5. Decrease the use of products through reviewing cleaning plans and techniques
6. Improve the training of cleaning staff
7. Decrease the quantity of packaging used
8. Ensure the packaging used(where possible) is made from recycled materials and can be recycled
9. Use products made in the UK

Office Equipment

Procurement considerations

1. Purchase energy efficient models
2. Purchase products with a restricted amount of hazardous materials and look at take back options
3. Purchase products with restricted noise level
4. Use products design for recycling, that have a longer life and take back options
5. Ensure packaging used can be recycled
6. 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. Promote lamps with lower mercury content
5. Recycle appropriately all waste products

Transport

Procurement considerations

Ashford Park are currently taking part in Living Streets WOW scheme. They have taken part in the past in the Golden Boot scheme. We also have an up to date Travel Plan where our goals have been met.

We do have several Taxi's that bring children to school but this is arranged by the Local Authority.

We do have a school minibus which has to be serviced and maintained by the Local Authority.

1. Procurement of low emissions vehicles
2. Ensure reduced fuel consumption through eco-driving or tyre pressure monitoring systems
3. Procurement of environmentally friendly tyres and regenerated lubricant oils
4. Ensure the correct collection and management of used lubricant oils and tyres
5. Encourage vehicles made with recycled/bio-materials

Furniture

Procurement considerations

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

Electricity

Procurement considerations

1. Increase the share of electricity from renewable energy sources or biomass
2. Display Energy Certificate

Food and Catering

Procurement considerations

All food and catering is provided by Surrey County Council, Commercial Services

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. Use different measures to reduce water demand such as mulching
5. Procure organically produced and native plants
6. Ensure appropriate materials are composting
7. Procure products in recycled, compostable, reusable, recyclable or biodegradable packaging
8. Act on invasive plants and animals

Textiles (clothing, woven materials, bags, rucksacks, school ties, carpets, curtains etc)

Procurement considerations

1. Purchase organic materials
2. Purchase materials and textiles which are used or can be reused
3. Purchase textiles that contain recycled fibres
4. Purchase textiles with a reduced use of environmentally harmful substances in production
5. Purchase textiles which have a reduced impact upon workers and their user (with better working conditions including materials with lower residues of substances harmful to human health)