



## SUSTAINABILITY POLICY

WEDG understands Sustainable Development as that which meets the needs of the present without comprising the ability of future generations to meet their own needs. It means improving quality of life for people today, as well as thinking about those who will live after us.

Throughout our workshops and sessions with children, schools and the wider community, we aim to inform about the importance of sustainability, and the role of individual responsibility and action in achieving sustainable lifestyles.

The sustainability and environmental impact will be a high priority for the development of every new initiative or project. We will also continue to aim at minimising our 'carbon footprint' wherever possible in the day-to-day running of WEDG and all of our activities.

The ways in which we will strive towards these goals within the organisation are to **Reduce** the amount of materials we use and waste we produce, **Re-use** materials wherever possible, **Restore** what is deemed to have been destroyed and **Respect** our community and our environment.

In addition, WEDG will promote:-

- Inclusion and participation by enabling staff, volunteers and recipients of activities to participate fully.
- Local well being through activities that improve the quality of life of local people.
- A global dimension in our work that reflects a responsible, international outlook based on appreciating the impact of personal values and behaviour on global challenges.

### **Reduce**

#### **Energy**

- We will switch off lights when they are not in use
- We will turn off the tap when it is no longer needed
- Storage heaters – we will adjust these according to the anticipated weather, to minimise unnecessary heat output
- Computers and the printer will be switched off overnight.

#### **Paper**

We will reduce the amount of paper we use by:-

- Writing and printing on both side of paper whenever possible



- We will send information electronically when possible including an electronic version of the WEDG newsletter.
- We will minimise our printing, by only printing emails, documents etc when essential. We will share printed documents rather than printing out duplicate copies.

### **Transport**

- The WEDG Office is located in an accessible location for public transport use by staff and visitors.
- We will encourage staff and partners to primarily use public transport, bicycles and share car transport when possible
- We will drive when this is the only feasible method (for transporting resources, time efficiency and ease of access)
- We will restrict our work to the area of East Kent (Isle of Sheppey-Ashford-Folkestone eastwards) allowing other organisations to serve Mid and West Kent to reduce our travel.
- We will avoid physically travelling to meetings etc where alternatives are available and practical, such as using phone calls and email, and plan efficient timing of meetings to avoid multiple trips.

### **Re-use**

#### **Paper**

- Paper printed on one side will be stored to use again, for notes and printing rough copies.
- Envelopes and packaging materials will be reused where possible.

#### **Resources**

- The WEDG loan service is based on the idea of sharing and reusing resources, rather than buying these for every school. WEDG will continue to loan paper resources, videos/DVDs and artefacts and promote this service to schools.
- We will be flexible when possible, with the return of loans from schools to coincide with other planned trips to Canterbury or planned WEDG visits to schools.
- WEDG supplies will be bought with sustainability as the top priority rather than lowest cost.
- Other things being equal, preference will be given to suppliers in the region so as to promote our links with the community and to minimise travel distance for the delivery of goods or supply of services.

### **Recycle**

- Paper, cardboard, magazines, aluminium cans, and plastic bottles will be recycled (fortnightly doorstep collection).
- Cartridges from computer ink will be collected and sent for refilling



- Stamps will be collected for the Guide Dogs for the Blind collection
- WEDG Workshops will use recycled materials where possible

### Respect

- We will use Fairtrade beverages and snacks when possible in order to promote and support equitable trading operations around the world.
- We will operate in a socially and ethically responsible manner.
- We will seek to follow best practice, and share this information with others.
- When producing our own printed resources we will strive to use environmentally friendly inks and paper and not produce excess copies.
- Future resources will be made available online for downloading when there is no financial restriction. Teachers will be encouraged to only print off necessary pages, rather than whole publications.
- We will make WEDG staff and volunteers aware of this Sustainability Policy.