



ROMSEY PRIMARY SCHOOL GREEN PURCHASING POLICY

Rationale:

The Green Purchasing Policy is to provide a purchasing structure that will reduce Romsey Primary School's negative impact on the environment, human health and promote the sustainable use of resources. Purchasing decisions need to be made on the basis of environmental considerations.

Goals:

- To encourage staff in selecting products that minimise waste, pollution, habitat loss, toxicity, soil degradation and maximise water efficiency.
- To establish a green purchasing culture in our school community.
- To make purchasing decisions based on the waste hierarchy to avoid, reduce, reuse and recycle.

AVOID – Identifying ways of carrying out a function or task without using materials that generate waste. An example is sending information electronically instead of on paper.

REDUCE – Using less in the first place and avoiding waste. Examples of this include purchasing in bulk to reduce packaging and the purchase of printing equipment that prints double sided copies.

REUSE – Using the same item more than once, and extending the useful life of products and equipment before replacing an item. Aim to re-use or repair an existing product. Ensure that new purchases are durable, have a long service life and are easy to maintain and upgrade.

RECYCLE – Purchasing products that contain recycled materials or those that have or can be re-manufactured or recycled.

Guidelines:

- Purchase environmentally preferred products whenever they perform satisfactorily and are available at a reasonable price.
- Choose energy efficient products and materials by checking that the energy rating and efficiency features are the best available for the cost over the lifetime of the product.
- If available use renewable energy and reduce the purchase of fossil fuels.
- Choose goods that are produced locally when available. Purchase paper and wood products obtained from post-consumer recycled, plantation, salvaged or renewable sources as well as being FSC (Forestry Stewardship Council) approved.

- Ensure that all staff have access to information on environmentally preferred products.
- Require that all contractors and consultants are aware of the current purchasing policy and green purchasing options and work with our school community to meet the objectives of the Green Purchasing Policy within their contracts.

Evaluation:

This policy will be reviewed as part of the school's three-year review.

Date Ratified by School Council: 14 October 2015

Review Date: [October 2018](#)