

St Albans Mencap

Charity number: 210073

stalbansmencap.org.uk

Environmental Policy

St Albans Mencap's Environmental Policy focuses on reducing environmental impact through sustainable practices and assigns clear roles and responsibilities for compliance and progress.

Document control:

Version:	Date approved:	By:	Review due:
1.0		Annemari Ottridge	November 2026

Summary of changes:

Version:	Changes:
1.0	Drafted November 2025

1. Introduction

At St Albans Mencap, we are committed to reducing our environmental impact while providing high-quality services for children and adults with learning disabilities. This policy outlines our approach to environmental responsibility in all activities carried out at hired venues, including churches with adjoining adult service facilities, and special needs/mainstream schools for children and young people.

2. Scope

This policy applies to all St Albans Mencap staff, volunteers, trustees, contractors, and visitors participating in our operations.

3. Policy Statement

St Albans Mencap strives to operate responsibly and sustainably within the limitations of being a tenant and shared facility user. We prioritize practical measures to reduce waste, conserve resources, and raise environmental awareness among our community.

4. Legal and Regulatory Compliance

We will comply with all relevant environmental laws, regulations, and landlord requirements. Where possible, we seek to implement best practices for environmental management.

5. Key Environmental Commitments

Energy Efficiency:

- Ensure all lights and equipment are switched off after use.
- Promote energy-saving practices among staff and volunteers.

Waste Management:

- Provide clearly labeled recycling and waste bins during sessions.
- Separate recyclables from general waste.
- Reduce the use of single-use items wherever feasible.

Water Conservation:

- Use water efficiently in kitchens and bathrooms.
- Ensure taps are turned off when not in use.

Sustainable Purchasing:

- Purchase environmentally friendly cleaning products.
- Favor reusable items over disposable alternatives.
- Digitalize recordkeeping and filing to avoid physical transporting of files.

Transport:

- Encourage car-sharing and the use of public transportation among staff and volunteers.

Outdoor Spaces:

- Ensure playgrounds and gardens are left tidy and free from waste after each session.
- Avoid the use of harmful chemicals in grounds maintenance.

6. Roles and Responsibilities

- Trustees: Oversee policy compliance and provide strategic direction.
- Managers: Embed policy principles into day-to-day operations.
- Staff and Volunteers: Follow procedures and champion sustainable practices.

7. Monitoring and Review

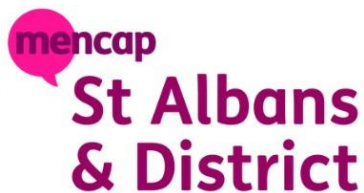
This policy will be reviewed annually, with compliance and progress reported to the Board of Trustees as part of St Albans Mencap's quality assurance process.



Our Green Promise

We want to help the planet!

Together we can make a difference!



Staff Environmental Checklist

We want to help the planet! Here is what we do:

