"Enabling Students to Accomplish their Academic Goal"

Sustainability & the Environment Policy

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1. Introduction

Bellmont College's mission of making a difference and its community purpose are intimately linked to its promise to sustainable development and good environmental management.

Acknowledging the growing importance of promptly addressing climate change, Bellmont College's key objectives include prioritising environmental sustainability and making substantial reductions in its carbon footprint.

Bellmont College deems that at all administrative and operational levels, concern for sustainability matters must be clearly acknowledged and taken into consideration, as an issue of both individual and group responsibility.

Through using sustainable methods and promoting awareness, our aspiration at Bellmont College is to be unanimously dedicated and committed to safeguarding and protecting the environment via the help of our students, community and business partners, in all aspects of our operations.

As a means of maintaining this, Bellmont College will:

1. Incorporate sustainability into the planning and execution of all of our initiatives and
   - providing a suitable management structure for ongoing improvement and adaptation to new concepts and technologies
2. Design and oversee initiatives to enhance and accomplish operational goals; by assigning roles and considering environmental matters
3. Increase knowledge of sustainability matters amongst both Bellmont College staff and students
4. Utilise resources wisely to reduce our environmental effect and adhering to all applicable laws and regulations
5. Interact with the public to increase awareness of sustainability and making a positive impact on local and global efforts to build a more sustainable society.

This will be done by slowly and progressively implementing several further initiatives that will reduce the impact of carbon emissions.

All employees, students, and members of Bellmont College's community are covered by this policy.

2. Purposes

The purposes of Bellmont College are to:

- Create and increase staff and student awareness and comprehension of environmental issues
- Encourage sustainable development in our daily lives and daily operations
- Encourage participation in environmental projects and collaborate with the community and entities from both the public and private sectors
- Enhance Bellmont College's management of the environment;
- Enhance the college's energy efficiency and lower its carbon footprint by incorporating sustainable and environmental concepts into the College's daily operations and encouraging excellence at all levels

3. Operational Initiatives & Goals

Although Bellmont College already has in place a number of initiatives to minimise waste and promote recycling and sustainability, as it grows, it will progressively and organically establish additional goals for development in the following areas:

- reducing emissions of carbon dioxide and other greenhouse gases by:
  - cutting back on waste production
  - efficiently reducing, reusing and recycling suitable resources
  - eliminating single-use plastics
- conserving energy via staff-student projects and college efforts such as:
  - going digital (digital student applications, digital library etc)
  - developing teaching content to raise awareness of sustainability and also use sustainable delivery methods
  - encouraging students to utilise presentations and online notes rather than printouts
  - submitting assignments and tasks online through the student platform
- lowering petrol consumption through staff-student initiatives and college projects
- lowering water consumption through staff-student initiatives and college projects

4. Responsibilities

Bellmont College believes that sustainability concerns must be clearly recognized and addressed as an issue that is both an individual and group responsibility and which include and is not limited to:

- all levels of management and operations
- all of its students and visitors

The Senior Management Team at Bellmont College will endeavour to incorporate sustainable development principles into all of its operations, including:

- Putting sustainability at its core. Planning ahead and tracking your progress
- Strategically planning to align with sustainability goals
- Efficiently managing the Bellmont College campus facilities and resources
- Incorporating sustainability concepts into academic programs
- Providing targeted professional development for staff on sustainability
- Increasing awareness about the environment and involving students in sustainability projects and efforts.
- Collaborating with the community by working with businesses and governmental entities to improve the area and promote sustainable- growth.

Additionally, all Bellmont staff will encourage the following:

- Reducing, Reusing, Recycling
- Not wasting energy or water
- Respecting the Bellmont College environment and aid at meeting its sustainability goals by:

- Creating or partaking in project initiatives and proposals to support the Bellmont College campus in becoming more sustainable
- Promoting sustainability awareness amongst friends, colleagues and family members
- Doing their bit to help Bellmont College and the local community be more sustainable and environmentally conscious.

5. Bellmont College Initiatives In Place to Reduce the Impact on Carbon Emissions

In its infancy, Bellmont College has already started to implement and to encourage and incorporate sustainability within its organisation by:

- Choosing and securing a location that has easy access, as well as a number of options to travel to and from, by public transport rather than personal vehicles
- Ensuring that renovation of the new site, embedded the principles of sustainability into its design and renovation such as:
  - sensory lights in all corridors and classrooms for light to turn off automatically when not in use
  - automatically stopping water taps in toilet facilities
  - a server which has the facility to turn off computers when standing idle for 30 minutes or will shutting down all computers when college is closed
  - responsible staff members to check that all lights, air conditioners, computers and appliances are completely turned off at the end of each day.
- Shifting towards predominantly utilising digital processes to enhance operational efficiency and minimise user errors via:
  - having its own internal Management and Student System (SIS), which enables staff to use its online registration system and attendance tracking software instead of traditional paper registers and paper documentation.
  - having a digital library/Reference only library
  - having a Cloud-based storage system for its documents, which can be accessed from any device connected to the internet, regardless of a user's location. This eliminates the necessity of printing out physical copies of documents.
  - requesting students to complete and submit their assignments online through the plugged-in Student System Moodle
  - encourage and request staff to plan and present their classes through digitally prepared presentations and avoid print outs
  - encourage students to download e-books and utilise class presentations and online notes rather than printing out notes, which will later be discarded
  - Offering blended learning, where students will study partly at the campus and partly online, which will cut down their travelling to and from the college and, through this, will also save college energy.
- Reduce, Reuse, Recycle
  - minimising waste and promoting recycling

- prioritising waste reduction by following the principles of avoidance, reduction, reusing, and recycling.
- before making a purchase, the college will commit to reaching out to others who can lend or share the item needed.
- stationery will be organised, and unused pens, paper, staplers, highlighters, and other supplies left around classrooms or other areas will be collected and reused, rather than being thrown away.
- before purchasing any items, the college will analyse whether or not it is needed before making the purchase.

Furthermore, if any purchase is needed, the college will endeavour to:

- opt for recycled paper and stationery items
- choose cleaning products that have minimal impact on the environment
- invest in office machinery with energy-saving features

The college will also gather a variety of waste items to be either recycled or reused and will accept donations from students, staff or visitors.

- Eliminating Single-Use Plastic

At Bellmont College, the staff kitchen area is stocked with reusable cutlery and crockery for all of its staff. No single plastic cups or plates will be used. Furthermore, Bellmont College will encourage all of its workforce and students to use reusable food containers and water bottles.

- Raising Awareness

At Bellmont College, we will constantly endeavour to be successful advocates of sustainability, and we will always raise awareness amongst our staff, students and visitors.

During the inductions of new staff and students, we will raise this awareness by discussing the issue naturally. Our actions and discussions regarding this subject, alongside our passion for sustainability, will be consistent while simultaneously being aware of the obstacles that may arise, which at times might include another individual point of view.

The Bellmont College noticeboards will also have posters, which will help to subtly educate and remind all people entering the college premises of the importance of being aware and kind to our surroundings.

6. Observation and Responsibility for Sustainability and the Environment

At Bellmont College, the Senior Management Committee (SMT) are committed to overseeing and monitoring the practices of sustainability and the environment within the college.

The team provides feedback, comments and suggestions for improvement along the way. The status of these engagements and activities will be reviewed in all committees including the Student Staff Committee.

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