

Waste management policy

PROPOSED POLICY - AWAITING COLLEGE ADOPTION

This text is provided for institutional review. It is not an approved policy or evidence of implementation.

Purpose

Reduce avoidable waste and support safe handling of materials used in teaching and administration.

Segregation

Provide clearly labelled collection points appropriate to the waste generated. Keep recyclable paper and packaging separate from food waste and materials requiring special handling.

Prevention and reuse

Prefer reusable teaching materials, refillable supplies and repair where practical. Avoid unnecessary single-use items at college activities.

Special waste

Keep electronic equipment, batteries and laboratory waste separate. Arrange suitable authorised collection where required; do not burn or mix these materials with ordinary waste.

Responsibilities

The college should designate a coordinator and communicate collection arrangements to staff, students and service providers.

Records and review

Maintain collection records, disposal acknowledgements and reports of problems. Review implementation annually using actual records, without estimating unsupported environmental benefits.

Approving authority: _____

Approval date and reference: _____

Effective date: _____