



## **SUSTAINABLE DEVELOPMENT POLICY**

KTS Training (2002) Ltd is committed to sustainable development and is working towards achieving a social, economic and environmental impact through its work with learners, employers, support agencies and the community within South Gloucestershire and the wider West of England area.

We are doing this by

### **Providing Opportunities to allow everyone to fulfil their potential**

We do this through

- consultation with local authorities, schools, connexions, employers and a wide range of support and referral agencies
- ensuring that all learners and potential learners are given accurate, impartial information, advice and guidance
- addressing social exclusion by working in the most disadvantaged wards and super user areas in South Gloucestershire and to some extent in the wider West of England area e.g. Easton, Barton Hill, Lawrence Hill
- removing social, economic and cultural barriers by offering a range of training and development including E2E, FLT, Apprenticeships and a range of private training
- improving access to work and employment opportunities by offering information, advice and guidance and providing a range of work tasters/placements across the majority of occupational areas. We only work with companies who are committed to Equality and Diversity and encourage all employers to have a sustainable development policy
- building self confidence and esteem with both young people and adults
- providing flexible training delivery by well qualified and enthusiastic staff who motivate and enthuse learners

### **Environmental protection and enhancement**

We do this by:

- reducing waste e.g. introduction of E-portfolios, using ICT/internet rather than paper based materials wherever possible
- replacing monitors with more energy efficient ones over time
- recycling all paper, cardboard, plastic, glass, ink cartridges that are used within KTS Training and reusing plastic wallets, ring binders, files wherever possible
- purchasing items with low/zero levels of packaging wherever possible
- conserving energy by monitoring heating, using energy efficient materials, turning off lights/computers etc when not in use
- using biodegradable cleaning products
- using water machines that filter and recycle water
- raising awareness of environmental issues for learners and including this in the training programmes for learners especially around transport, recycling and fair trade issues
- building volunteering opportunities, especially those that concentrate on community and countryside into the E2E curriculum

- encouraging both staff and learners to use fair trade goods and ensuring that catering supplies we buy are fair trade
- educating learners on fair-trade and ethical issues in social and personal development sessions
- minimising the use of private cars, providing cycle racks, encouraging car sharing, use of public transport, allocating assessors to companies nearest to their homes, etc
- incorporating sustainable development into teaching and learning materials
- including sustainability themes in the newsletter produced with learners

### **Providing the skills that business needs**

We do this by:

- using research into priority skill areas to plan training
- introducing new training programmes e.g. team leading, advice and guidance, warehouse qualifications
- increasing delivery of management training to improve management skills in the area thereby improving efficiency
- promoting the importance of sustainable development to businesses

We will continue to review and develop this commitment by:

- working with learners in focus groups and as part of the curriculum
- working with staff through team, staff and development meetings
- working with South Gloucestershire Council and environmental groups by attending meetings, working parties etc
- sharing good practice by working with other training providers both locally and regionally
- working with employers through E2E, FLT, Apprenticeships and private training both in raising their awareness and learning from their good practices

***This policy should not be read in isolation, but cross referenced with all relevant KTS Training (2002) Ltd employment and learner policies***