



## Bright Horizon Care Recruitment Ltd Carbon Protection Policy

### Home Care & Domiciliary Care Services

**Company Name: Bright Horizon Care Recruitment Ltd**

**Policy Name:** Carbon Protection and Environmental Sustainability Policy

**Applies To:** All employees, carers, management, agency staff, and contractors

**Effective Date:** 01/05/2026

**Review Date:** 30/04/2027

**Version:** 1.0

#### 1. Purpose

This policy outlines the commitment of Bright Horizon Care Recruitment Ltd to reducing carbon emissions and protecting the environment while delivering safe, effective, and high-quality home care and domiciliary care services.

#### 2. Policy Statement

Bright Horizon Care Recruitment Ltd is committed to reducing its carbon footprint, promoting sustainable practices, conserving energy and resources, minimising waste and pollution, encouraging eco-friendly travel and working practices, and continuously improving environmental performance.

#### 3. Scope

This policy applies to all domiciliary care services, office operations, community-based care delivery, staff travel and transport, procurement and purchasing, and waste management activities.

#### 4. Key Environmental Impacts in Home Care

The organisation recognises that staff travel, office energy use, paper consumption, clinical waste, cleaning products, PPE use, and procurement activities all contribute to environmental impact.

## 5. Our Commitments

### Reducing Travel Emissions

- Plan care rotas efficiently to reduce unnecessary travel
- Encourage car sharing where practical
- Promote walking, cycling, and public transport where appropriate
- Support low-emission and electric vehicles
- Reduce engine idling during visits

### Energy Efficiency

- Switch off lights, computers, and equipment when not in use
- Use energy-efficient appliances and lighting
- Monitor office energy consumption
- Encourage remote meetings where appropriate

### Reducing Waste

- Minimise paper use through digital records where possible
- Recycle paper, cardboard, plastics, and electronic waste
- Dispose of clinical waste safely and responsibly
- Reduce single-use items where safe and practical

### Sustainable Purchasing

- Purchase environmentally responsible products where possible
- Consider sustainability in supplier selection
- Reduce unnecessary packaging
- Source reusable and recyclable materials when suitable

### Staff Awareness

- Provide staff with environmental awareness guidance
- Encourage staff participation in sustainability initiatives
- Promote environmentally responsible working practices

## 6. Responsibilities

### Management

- Implementing this policy
- Monitoring environmental performance
- Ensuring compliance with environmental regulations
- Reviewing sustainability objectives annually

### Employees and Care Staff

- Following environmentally responsible practices
- Reducing waste and energy use
- Reporting environmental concerns
- Supporting sustainability initiatives

## 7. Monitoring and Review

Fuel usage, travel, energy consumption, waste management, and recycling performance will be monitored regularly. This policy will be reviewed annually or sooner if legislation changes.

## 8. Related Policies

- Health and Safety Policy
- Waste Management Policy
- Infection Prevention and Control Policy
- Business Continuity Policy
- Procurement Policy

## 9. Approval

**Approved By:** Kavitha Kabilan

**Signature:** Kavitha Kabilan

**Date:** 11/04/2026