# How can Headspace Guildford tread lightly on the earth?

We, at Headspace Guildford, have a commitment to looking after the world and not contributing to its demise. We will work to effect and maintain change and see this as an ongoing process rather than a destination.

This is what we are doing now and what we are working towards.

## What we already do:

## **REDUCE**

- Electricity Heaters use and lighting
  - Modern building so well insulated. This reduces the amount of energy required to heat the office and stops head leaking out
  - o To turn off switches when leave the office.
  - We have a commitment to make the office a warm and welcoming place to visit and we work to balance these two demands (office fit for purpose and office which respects the environment
  - Only heat the waiting room during clinics
  - To close the office door when in the office to stop heat escaping into the waiting room
  - Use LED light bulbs.
- Cleaning products
  - o Refillable soap bottles
  - Refillable cleaning products
  - Eco Cleaning products
- Saving water
  - Water saving flush
  - Act quickly to report leaks
  - Turn water off over holidays/clinic gaps
  - Pipes lagged to prevent busting
- Printing:
  - Try to print double sided where possible
  - Try to only print off the essential information. Query where it needs to be printed or whether it can be accessed online or whether the resource is already printed off.
- Single use plastic
  - Refillable, glass water bottle and glasses
  - Recycle all pens which have run out

#### **RFUSE**

- Resources
  - o Laminated so reusable
  - o Already reuse old folders and files when a case is closed.
- Travel
  - o Premises accessible by bus
- Care taken over looking after premises to reduce use of new materials

## RECYCLE

- Waste
  - Already separate recycling (card, plastic, foil/cans)
  - o Food waste into hot bin
- Plants in office
  - o Clean air
  - o Nice environment
  - o Propagate and pass on
- Printer Ink Cartridges:
  - Can be sent away to recycle them instead of throwing them away. Proceeds from this will go to charity.

## What we plan to do/are working towards

- o Audit what we currently use which is single use plastic
- o Work towards no single use plastic
- o Buy recycled paper
- Move from 5l refillable cleaning products to zero waste refillable products by finding a suitable shop which uses larger volume containers
- Provide more information on how the office can be accessed by public transport
- Listening to ideas and continuing to keep abreast of latest ideas which can help us to tread lightly on the earth

