



Sustainability and Environmental Policy Statement

Steps is an award-winning learning consultancy and a global leader in drama based training.

We design and produce drama based training programmes, workshops and interactive theatre interventions - covering a range of individual and organisational development issues. Steps also provides professional role players to enhance existing training courses.

Protection of the environment in which we live and operate is a key element within Steps' Values and Principles, and we consider it to be sound business practice. Care for the environment is one of our key responsibilities and is integral to the way in which we do business. We are committed in our operations to reducing our impact on the environment and maximising our positive actions to increase the economic and social sustainability of our work.

As a business we have analysed our impact on the environment, and have striven to identify and address those areas where we can make a difference.

We commit our company to:

- Using public transport wherever available and to car share whenever practical;
- Complying with all relevant environmental legislation, regulations and approved codes of practice;
- Protecting the environment by striving to prevent and minimise our contribution to pollution of land, air, water and other resources;
- Seeking to keep wastage to a minimum and maximising the efficient use of materials and resources.
- Ensuring that our office is environmentally sound and energy efficient.
- Using our own buying power to choose service suppliers whose environmental commitments match our own and purchasing recycled, fair trade, local or sustainably produced products wherever possible
- Managing and disposing of all waste in a responsible manner;
- Providing training for our staff so that we all work in accordance with this policy and within an environmentally aware culture;
- Ensure staff wellbeing and a positive work-life balance by offering flexible working options, effective management systems and an active social programme.
- Through the training and employment of regionally based Actor Facilitators, contributing to local economies and skillsets.
- Regularly communicating our environmental performance to our employees and other significant stakeholders;
- Developing our management processes to ensure that environmental factors are considered during planning and implementation;
- Monitoring and continuously improving our environmental performance through measurable targets in our environmental action plan.

- Working innovatively with technology to create programmes that reduce our impact on the environment such as blended learning packages with media intervention.
- Use of technology (such as Skype) to reduce the travel for remote workers.

The policy statement is annually reviewed and updated with the necessary targets and actions. The management team endorses these policy statements and is fully committed to their implementation.