Fitzroy North Primary School

Green Purchasing Policy

HELP FOR NON-ENGLISH SPEAKERS

If you need help to understand the information in this policy, please contact Fitzroy North Primary School on 03 9481 5860 or fitzroy.north.ps@education.vic.gov.au.

1. PURPOSE

The purpose of this Green Purchasing Policy is to provide a purchasing structure that will reduce Fitzroy North Primary School's negative impact on the environment and promote the sustainable use of resources.

FNPS aims to do this by supporting all staff in selecting products that minimise waste, pollution, greenhouse gas emissions, habitat loss, toxicity and soil degradation and maximum water efficiency.

2. SCOPE

Fitzroy North Primary School cares deeply about the environment and we are committed to becoming a more sustainable school for the better of our community and our planet.
We will integrate sustainability into the curriculum to enable students to learn about caring for the environment in real-world settings.
We aim to provide opportunities for our children to turn this care into environmental action, stewardship or innovation, taking steps towards a greener future.
We hope to inspire connection across the whole school and local community while demonstrating our values of KINDNESS, RESILIENCE and RESPECT through an eco-conscious lens.
Through our school curriculum, student opportunities, community connection and everyday operations, we want Fitzroy North Primary School to become a part of the solution, not the problem.

3. POLICY

Currently both teaching and administration staff are responsible for purchasing. Purchasing decisions are to be made on the basis of environmental considerations and value for money, rather than just the cheapest up-front purchase price.

Our purchasing decisions can improve markets for environmentally preferred products, enhance environmental quality, be resource responsible and contribute to progress toward sustainability.

This Policy does not supersede the Victorian Government 'Procurement - Schools policy'.

Fitzroy North Primary School prefers to avoid unnecessary purchases in the first instance.

Where a purchase is required, the preference is for environmentally responsible products whenever they perform satisfactorily and are available at a reasonable price.

Purchasing decisions shall be made in the context of the waste hierarchy to avoid, reduce, reuse and recycle.

Waste hierarchy

Avoid: Identify ways of carrying out a function or task without using materials that generate waste e.g. send information electronically instead of on paper.

Reduce: Use less in the first place to avoid waste. Purchase in bulk in instances where that will demonstrably reduce packaging. Print double-sided copies of documents rather than single-sided. Etc

Reuse: Use the same item more than once and extend the life of products and equipment before replacing them. Aim to re-use or repair existing products. Ensure new purchases are durable, have a long service life and are easy to maintain and upgrade.

Recycle: Purchase products that contain recycled materials or those that have or can be re-manufactured or recycled.

When purchasing, FNPS staff should aim to prioritise products that:

- maximise energy and water efficiency and minimise waste, pollution, GHG emissions, and habitat loss;
- are paper and wood products obtained from post-consumer recycled, forest stewardship council (FSC) certified, salvaged or renewable sources;
- are produced and/or sourced locally in preference to those that have high kilometres associated with their manufacturing and transportation;
- have a high star energy rating and efficiency features, or the best available within budget considering the lifetime of the product;
- use renewable energy (if available) not originating from fossil fuels;
- conserve water or use water in an efficient way;
- are free of toxic or polluting chemicals;
- have minimal or no plastic packaging.
- are refillable / reusable where possible (handwash, whiteboard markers etc.)
- opting for products that have a positive social responsibility outcome

Purchasers are encouraged to connect with the Sustainability Team if there are questions about the provenance or impact of products, or to seek help in sourcing environmentally friendly alternatives.

FURTHER INFORMATION AND RESOURCES

- Sustainability Policy

- Green Events Policy
- ResourceSmart Schools Online: my.resourcesmartschools.vic.gov.au
- Sustainability Victoria: www.sustainability.vic.gov.au/schools

POLICY REVIEW AND APPROVAL

Policy last reviewed	March 2026
Consultation	Resource Smart Schools Team 2026
Approved by	School Council
Next scheduled review date	2028