Carbon Reduction Plan for

KENT TEACHING SOLUTIONS LTD

For the term 01/09/2025 – 31/08/2026

Publication 10th November 2026

Next renewal due on – 01 September 2027

Department for Energy Security & Net Zero

Department for Environment Food & Rural Affairs

Sources:

Department for Business, Energy & Industrial Strategy - GOV.UK (www.gov.uk)
climate-change.data.gov.uk
Government conversion factors for company reporting of greenhouse gas emissions - GOV.UK (www.gov.uk)
Corporate Standard | GHG Protocol
Corporate Value Chain (Scope 3) Standard | GHG Protocol

Geographical Boundaries

Head Quarters: KENT TEACHING SOLUTIONS LTD

Company number 08134010

Registered Address:

Suite Fa1,
The Old Library,
St Faiths Street,
Maidstone,
Kent, England, ME14 1LH
Tel: 01622 804025 | Website: https://www.kentteachingsolutions.com/

Kent Teaching Solutions Ltd ("Kent Teaching Solutions") is a specialist education recruitment agency dedicated to connecting schools across Kent and the Southeast with high-quality teaching and support staff. With a focus on building long-term partnerships with schools and candidates, we are committed to providing exceptional recruitment services while upholding a strong commitment to environmental stewardship and operational excellence.

This commitment is aimed at contributing to global efforts to limit warming to 1.5°C, as outlined in the IPCC's AR6 report and the COP26 agreement. We align our operations with the UK government's Net Zero target, which mandates a significant reduction in greenhouse gas (GHG) emissions by 2050.

This Carbon Reduction Plan (CRP) offers a comprehensive overview of Kent Teaching Solutions' strategy for measuring, managing, and reducing its carbon footprint. It establishes our baseline emissions, defines clear reporting boundaries, sets ambitious reduction targets, and details the specific initiatives we will implement to achieve these goals. This plan has been developed in strict accordance with Procurement Policy Note (PPN) 006, its associated guidance, and relevant reporting standards. We regularly review our plan to assess evolving opportunities to meet our targets.

Company Profile & Operations

As an industry specialist, Kent Teaching Solutions provides expert staffing solutions to the education sector, including primary, secondary, and SEN schools. Our operations are office-based and service-orientated, focusing on the recruitment, vetting, and placement of temporary and permanent education staff.

We operate with a commitment to compliance and quality, ensuring our internal practices align with the highest industry standards. Our main site of operation, which forms the basis of this report, is our Head Office in Maidstone, Kent. This central hub supports our recruitment consultants and administrative teams.

Core Purpose of the Carbon Reduction Plan

The core purpose of this Carbon Reduction Plan is to:

- **Establish a baseline:** Quantify Kent Teaching Solutions' current GHG emissions across relevant scopes to provide a reference point for measuring future progress.
- **Define reporting boundaries:** Clearly delineate the organisational and geographical boundaries for emissions reporting, ensuring a comprehensive and transparent approach tailored to an office-based service provider.
- **Set reduction targets:** Commit to specific, measurable, achievable, relevant, and time-bound (SMART) targets for reducing GHG emissions, aligned with climate science and the UK's Net Zero target.
- **Outline reduction initiatives:** Identify and describe the concrete actions and projects that Kent Teaching Solutions will undertake to achieve its emission reduction targets. Key areas of focus include digitalising recruitment processes (reducing paper use), optimising business travel, and managing office energy efficiency.
- **Ensure compliance:** Adhere to the requirements of PPN 006 and other relevant UK regulations and reporting standards.
- **Promote transparency:** Communicate Kent Teaching Solutions' carbon reduction efforts to stakeholders, including client schools, candidates, employees, and suppliers.
- **Drive continuous improvement:** Establish a framework for ongoing monitoring, reporting, and review of our carbon reduction performance, enabling us to adapt and improve our strategy over time.

Emissions Sources

Kent Teaching Solutions acknowledges that its operations contribute to GHG emissions. Unlike industrial sectors, our emissions are primarily driven by:

- **Scope 1 & 2:** Energy consumption within our Maidstone offices (heating, lighting, and electronic equipment).
- **Scope 3:** Business travel (consultants visiting schools), employee commuting, waste generation, and upstream transportation/distribution (supply chain activities).

We are committed to taking responsibility for these emissions and implementing effective measures to mitigate our impact.

This plan demonstrates our dedication to environmental stewardship and our proactive approach to addressing climate change. By implementing the initiatives outlined in this CRP, Kent Teaching Solutions aims

to minimise its carbon footprint, enhance its operational efficiency through digital transformation, and contribute to a more sustainable future for the education sector.

This plan will be reviewed and updated annually to reflect our progress, incorporate new data, and align with evolving best practices and regulatory requirements.

GHG Inventory Reporting

This Carbon Reduction Plan covers the following sites within Kent Teaching Solutions' operational control:

Site	Estate Size (m^2)	% of Total Estate Size	Description	Tenure	Included in this Report
Suite Fa1 The Old Library, St Faiths Street, Maidstone, Kent, England, ME14 1LH	38.45 sq m^2	100%	Base Operations	Rented	Yes
Total Applicable Estate Size	38.45 sq m^2	100%			
Total Estate Size (including out of scope)	38.45 sq m^2	100%			
Number of Sites	1				

Scope of Works

Kent Teaching Solutions Ltd has set its geographical and organisational boundaries for Greenhouse Gas (GHG) emissions reporting based on its legal structure and operational site within the UK. This comprehensive approach ensures the emissions inventory accurately reflects the company's carbon footprint across all its core activities, aligning with the requirements of PPN 006.

The reporting boundaries cover all entities that fall under the operational and financial control of Kent Teaching Solutions Ltd, focusing on our UK operations:

1. Organisational and Operational Boundaries

The boundary covers the GHG emissions from the following owned and/or controlled site:

- **Headquarters and Central Operations Hub:**
  - Kent Teaching Solutions Ltd (Company number: 08134010)
  - Location: Suite Fa1 The Old Library, St Faiths Street, Maidstone, Kent, England, ME14 1LH

(Note: As a single-site recruitment consultancy, no subsidiary depots or industrial sites are applicable to this report.)

2. Services and Geographical Network

The geographical boundary includes all emissions associated with delivering our specialist education recruitment services to schools and candidates across Kent and the South East, as well as wider UK operations where applicable. This encompasses:

- Fixed Emissions: Energy use (electricity/heating), waste generation, and water consumption at the physical office location listed above.
- Mobile Emissions: All business travel associated with client relationship management, school visits, and candidate interviews conducted by our recruitment consultants and administrative staff.

By defining these boundaries, Kent Teaching Solutions Ltd ensures a transparent and comprehensive approach to emissions reporting for our operations, enabling us to effectively measure, monitor, and manage our environmental impact in line with global best practices.

- **Baseline Period:** 1st September 2024 to 31st August 2025
- **Current Reporting Period:** 1st September 2025 to 31st August 2026

Commitment to Achieving Net Zero by 2050

Kent Teaching Solutions Limited is committed to achieving Net Zero emissions by 2050, aligning with the UK government's Net Zero target and the global effort to limit warming to 1.5°C as outlined in the IPCC's AR6 report and the COP26 agreement. We recognise the urgent need to reduce greenhouse gas emissions and are taking action to minimise our environmental impact. This Carbon Reduction Plan outlines our strategy and progress towards achieving this goal.

Descriptive information

Inventory Details	Scope of Reporting
Company name	Kent Teaching Solutions Limited

Description of the company	Education recruitment agency
Chosen consolidation approach (equity share, operational control or financial control)	Operational & Financial control
Description of the businesses and operations included in the company's organisational boundary	Headquarters Suite Fa1 The Old Library, St Faiths Street, Maidstone, Kent, England, ME14 1LH
Reporting period covered	1st September 2024 to 31st August 2025
List of Scope 3 activities included in the report	Water/Wastewater, Business travel, Employee Commute, Air travel, Homeworking, Hotel Stay
List of Scope 1, Scope 2, and Scope 3 activities excluded from the report with justification for their exclusion	Scope 3 – Upstream & Downstream Transportation & Distribution as these do not fall in our current activities.
The year chosen as base year and rationale for choosing the base year[1]	1st September 2024 to 31st August 2025

[1] If a company has different base years for different scopes, base year information should be provided separately for each scope. Establishing a base year is required for scope 1 and 2 emissions, and required for scope 3 emissions when companies choose to track performance or set a reduction target.

Description of methodologies and data used

Scope	Methodologies used to calculate or measure emissions, providing a reference or link to any calculation tools used
Scope 1	N/A
Scope 2	Purchased Electricity & Gas Averaged (all-inclusive rent) **Consumption Benchmarks:** • **Source:** Bionic / Uswitch Business Energy Statistics • **Data:** Micro-businesses (0-9 employees) average ~10,000 kWh annually. • **Reference:** Average Business Energy Usage Guide **Verification (CIBSE Benchmark):** • The Chartered Institution of Building Services Engineers (CIBSE) TM46 benchmark for "General Office" is **95 kWh/m²**. • *Check:* 7 staff times 12m² space = 84m². • 84m² times 95 kWh = **7,980 kWh** (This aligns closely with the 10,000 kWh micro-business average, allowing for some equipment overhead).

Scope and category	Description of the types and sources of data used to calculate emissions	Description of the data quality of reported emissions	Description of the methodologies, allocation methods, and assumptions used to calculate emissions
Scope 3 emissions			
Category 1: Purchased goods and services	N/A	N/A	N/A
Category 2: Capital goods	N/A	N/A	N/A
Category 3: Fuel- and energy-related activities (not included in scope 1 or scope 2) Water & Wastewater	All Inclusive Rented Premises	Average as the premise is all inclusive	m^3
Category 4: Upstream transportation and distribution	N/A	N/A	N/A
Category 5: Waste generated in operations	Rented premises	Average from Cambridge study	Assumption that collected container weight (1100 litres) is 87.8kg (from Cambridge study)
Category 6: Business travel	Appointments	Journey refunds	Refund slips
Category 7: Employee commuting	Attendance	Journey records	In miles from various modes of commute

Category 8: Upstream leased assets	N/A	N/A	N/A

GHG emissions data

Baseline &Submission period: 1st September 2024 to 31st August 2025

Scopes and categories	Baseline 1st Sep 2024 – 31st Aug 2025 Tons CO_2e
Scope 1: Direct emissions from owned/controlled operations **- Company Fleet**	0.00
Scope 2: Indirect emissions from the use of purchased gas & electricity	1.77
Scope 3: Emissions	
Category 1: Purchased goods and services	0.00
Category 2: Capital goods	0.00
Category 3: Fuel- and energy-related activities (not included in scope 1 or scope 2) Water & Wastewater	0.73
Category 4: Upstream t&d	0.00
Category 5: Waste generated in operations	0.10
Category 6: Business travel - Land	4.47
Category 6: Hotel Stay	0.00
Category 7: Office commuting	9.17
Category 7: Work From Home	0.00
Category 7: Teachers Commute	136.98
Category 9: Downstream t&d	0.00
Scopes	
Scope 1	**0.00**
Scope 2	**1.77**
Scope 3	**151.45**
Total Emissions	**153.22**

- **Submission Period:** 1st September 2025 to 31st August 2026

Scopes and categories	Baseline 1st Sep 2024 – 31st Aug 2025 Tons CO_2e
Scope 1: Direct emissions from owned/controlled operations - **Company Fleet**	0.00
Scope 2: Indirect emissions from the use of purchased gas & electricity	1.77
Scope 3: Emissions	
Category 1: Purchased goods and services	0.00
Category 2: Capital goods	0.00
Category 3: Fuel- and energy-related activities (not included in scope 1 or scope 2) Water & Wastewater	0.73
Category 4: Upstream t&d	0.00
Category 5: Waste generated in operations	0.10
Category 6: Business travel - Land	3.2
Category 6: Hotel Stay	0.00
Category 7: Office commuting	9.17
Category 7: Work From Home	0.00
Category 7: Teachers Commute	122.3
Category 9: Downstream t&d	0.00
Scopes	
Scope 1	**0.00**
Scope 2	**1.77**
Scope 3	**137.27**
Total Emissions	**139.04**

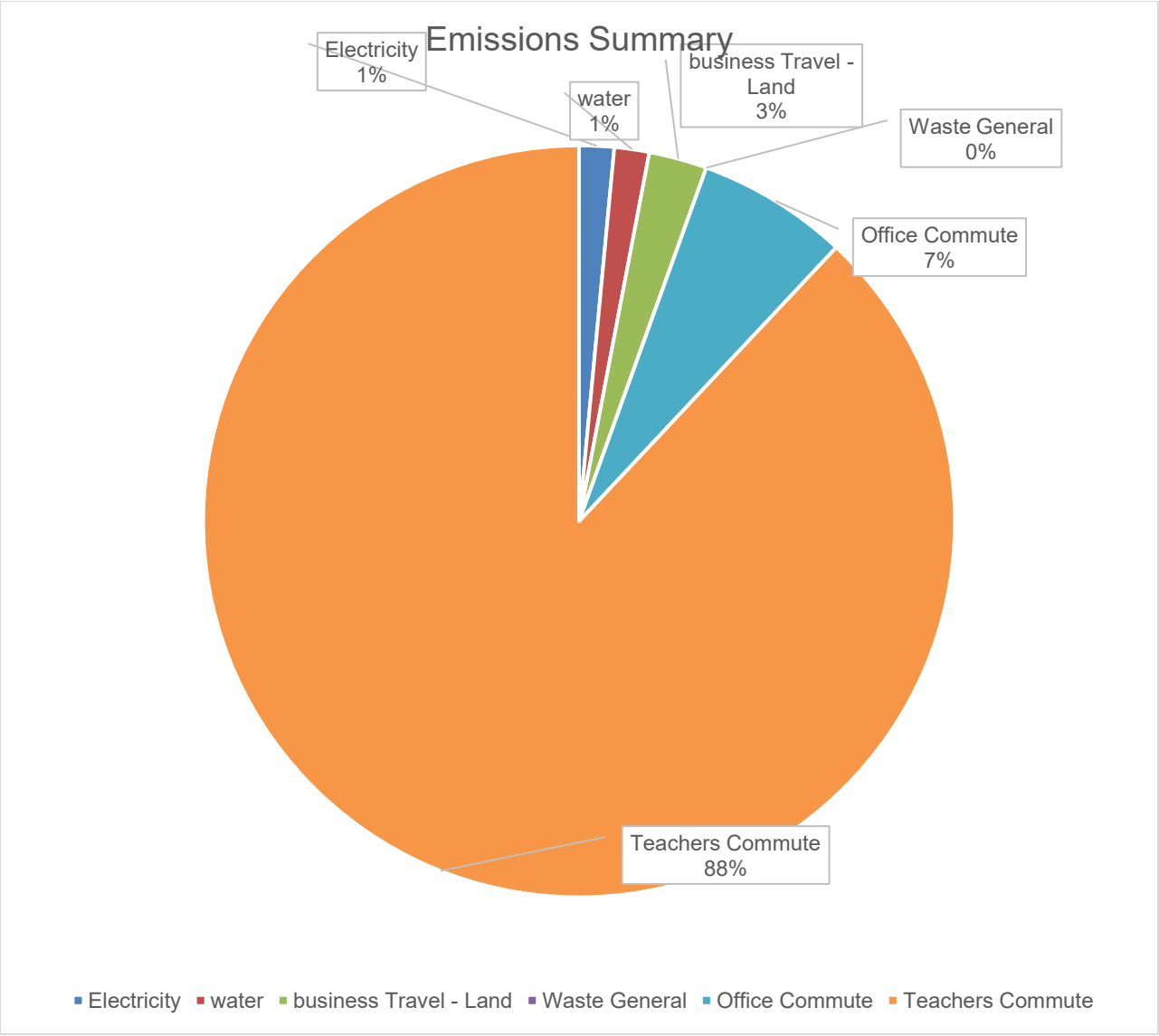
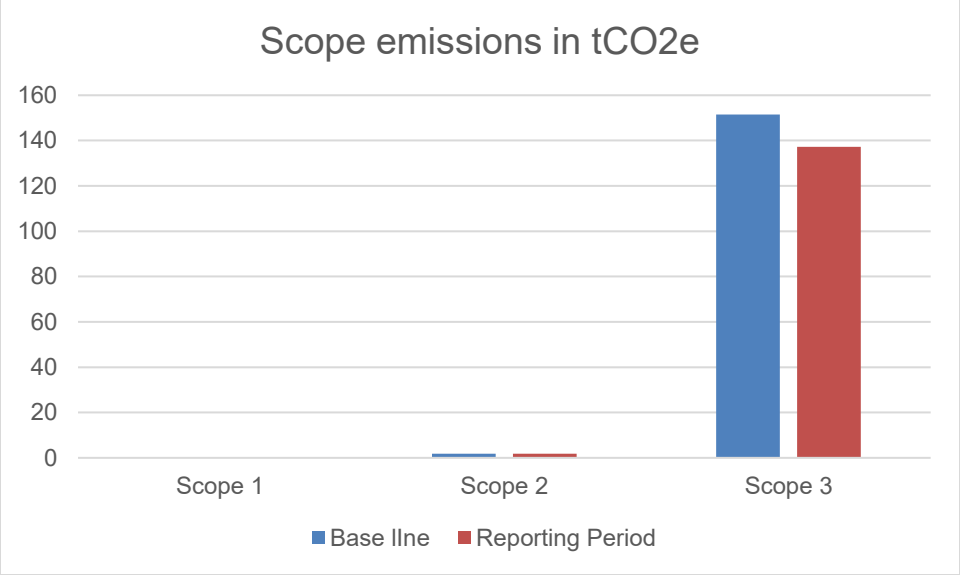


Figure 1

Analysis of Emissions

Baseline Period: 1st September 2024 to 31st August 2025

Reporting Period: 1st September 2025 to 31st August 2026



A comprehensive overview of Kent Teaching Solutions Ltds' greenhouse gas (GHG) emissions for the reporting period, which serves as our baseline. The data reflects the emissions from our operational activities as a recruitment consultancy and establishes our current carbon footprint, highlighting areas for future focus in our reduction efforts.

A summary of Kent Teaching Solutions Ltds' emissions for the reporting period is as follows:

Scope 1 Emissions (Direct Emissions): 0.00 tCO2e

- As an office-based recruitment consultancy, we do not own or operate a commercial fleet, nor do we burn fuels (such as natural gas or oil) on-site for heating or industrial processes. Therefore, our Scope 1 emissions are zero.

Scope 2 Emissions (Indirect Emissions from Purchased Energy): 1.77 tCO2e

- These emissions are based on industry averages as we are in an all inclusive rental agreement, of purchased electricity at our Maidstone Head Office.

Scope 3 Emissions (Other Indirect Emissions): 137.27 tCO2e

- The breakdown by category is as follows:
    - Category 3 (Fuel- and energy-related activities, incl. Water & Wastewater): 0.73 tCO2e.
    - Category 5 (Waste generated in operations): 0.10 tCO2e.
    - Category 6 (Business travel): 3.2 tCO2e (derived from land travel for client visits and school meetings).

- Category 7 (Employee Commuting): 131.47 tCO2e total. This is the most significant area of our footprint and is split into two distinct groups:
    - *Internal Office Staff Commute:* 9.17 tCO2e.
    - *Placed Staff (Teachers) Commute:* 122.3 tCO2e.

Total Emissions: 139.04 tCO2e

Observations:

This data provides a clear snapshot of our current emissions profile, which differs significantly from industrial sectors.

- Hotspots of Scope 3: The vast majority (98.7%) of Kent Teaching Solutions Ltd's emissions fall under Scope 3.
- Impact of Placed Staff: The single largest contributor to our carbon footprint is the commuting of the teaching staff we place in schools (136.98 tCO2e). While these individuals are temporary workers, we have accounted for their travel to ensure robust and transparent reporting.
- Operational Control: Our internal operational emissions (Scope 2 electricity and internal staff commuting/business travel) are relatively low at approximately 15.41 tCO2e.
- Future Strategy: Our reduction strategy will need to focus on two tiers: direct reduction of our internal office impact (optimising business travel and office energy efficiency) and indirect influence on our placed candidates (encouraging local placements to reduce travel distances and promoting public transport use where feasible).

Carbon Reduction Targets

Kent Teaching Solutions Ltd is committed to driving sustainable progress, not only through the efficiency of our recruitment processes and placement strategies but also by rigorously managing our own environmental impact. We are committed to a science-based approach to emissions reduction, ensuring our targets are both ambitious and achievable. We align our goals with the Science Based Targets initiative (SBTi) framework, which provides a clearly defined pathway for companies to reduce greenhouse gas emissions in line with the latest climate science.

- Baseline Emissions Data

Our greenhouse gas emissions baseline for the period 1st September 2024 – 31st August 2025 totalled 153.22 tonnes of CO_2e.

Unlike industrial sectors, our Scope 1 (Direct Emissions) is 0.00 tCO_2e. Our most significant source of emissions is Scope 3, which accounts for 151.45 tonnes of CO_2e (primarily driven by the commuting of placed teaching staff). The combined baseline for Scopes 1 and 2 (operational control) is 1.77 tonnes CO_2e.

- Our Science-Based Targets

Our targets are structured to deliver meaningful emissions cuts in the immediate future while maintaining a clear vision for full decarbonisation. Given the nature of our emissions, our strategy distinguishes between our internal operations (where we have control) and our value chain (where we have influence).

Near-Term Target (2030)

- Target: Reduce Scope 1 and 2 emissions by 50% by 2030 from our 1st September 2024 – 31st August 2025 base year.
- Alignment: This target is consistent with a 1.5°C pathway. Since our Scope 1 emissions are zero, this reduction will be driven entirely by improving energy efficiency within our offices and transitioning to renewable energy tariffs for our electricity consumption.
- Scope 3 Focus: We aim to stabilize and reduce Scope 3 intensity by optimising the geographical placement of teachers (reducing commute distances) and promoting public transport options to our candidates.

Long-Term Target (2050)

- Target: Achieve Net Zero emissions across all scopes (1, 2, and 3) by 2050.
- Alignment: This long-term commitment signifies our dedication to a sustainable future and the full decarbonisation of our operations and value chain, in line with the most ambitious global climate goals.

We will continuously review and update these targets annually to ensure they remain ambitious, aligned with the latest climate science, and our operational realities. This allows for the flexibility to refine our targets as our capabilities and opportunities evolve.

Carbon Reduction Initiatives

To achieve our goals, Kent Teaching Solutions is focussing on the following strategic pillars:

Strategic Pillar	**Focus Area**	**Key Actions & Objectives**
Strategic Placement (Scope 3 Influence)	**Reducing Teachers Commute**	◆ Implement a **"Local First"** deployment strategy to prioritise placing staff within a 5-10 mile radius of their home address.

Strategic Pillar	Focus Area	Key Actions & Objectives
		◆ Actively promote public transport and car-sharing options for placed candidates.
Sustainable Travel (Scope 3 Control)	**Internal Business Travel**	◆ Mandate a **Digital-First** policy, substituting unnecessary client travel with video conferencing. ◆ Encourage staff to utilise public transport for client visits outside of the immediate county.
Operational Efficiency (Scope 2 & Waste)	**Maidstone HQ**	◆ Conduct a **Green Tariff Review** to switch to 100% renewable electricity upon contract renewal. ◆ Achieve **95% paperless operations** for candidate onboarding and timesheets by Q4 2026.
Monitoring & Culture (Governance)	**Data & Training**	◆ Continued policy of **Sustainability** Champion to complete monthly data collation and drive internal behavioural change. ◆ Conduct annual GHG inventories and publish progress against targets.

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard[2] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[3].

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard[4].

[2] https://ghgprotocol.org/corporate-standard
[3] https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting
[4] https://ghgprotocol.org/standards/scope-3-standard

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

***Signed on behalf of Kent Teaching Solutions Ltd*:**

This Carbon Reduction Plan has been reviewed and signed off by the board of directors

Signature: *Marc Mead*

Name: Marc Mead

Position: Director

Date of signature: *10/11/2026*