

# Carbon Reduction Plan

First Class Teachers (FCT) | Forde's First Recruitment Ltd

Published: May 2026 | Review: May 2027

<b>Organisation</b>	First Class Teachers (FCT) / Forde's First Recruitment Ltd
<b>Sector</b>	Education - Supply Teaching Agency
<b>Publication Date</b>	May 2026
<b>Review Date</b>	May 2027
<b>Approved by</b>	Darren Forde (Managing Director)

## 1. Introduction

First Class Teachers (FCT) is committed to reducing its environmental impact and contributing to the UK's legally binding target to reach net zero carbon emissions by 2050 (Climate Change Act 2008, as amended 2019). This Carbon Reduction Plan sets out FCT's current carbon footprint, the actions we are taking to reduce it, and our commitment to continuous improvement.

This plan is published in line with the requirements of Procurement Policy Note 06/21 (PPN 06/21) and the GCA/RM6376 supply teacher framework requirements.

## 2. Organisational Profile

FCT is a supply teaching agency based in Sheffield, UK, placing high-quality teachers into schools in deprived areas. FCT operates primarily as a home-office and digital business, with no company vehicles, no manufacturing, and no permanent office premises. The business was founded in June 2024.

- Employees/workers: fewer than 15
- Premises: home office (no commercial premises)
- Transport: no company vehicles; travel by personal car or public transport when required
- Operations: digital-first

## 3. Baseline Emissions

Baseline year: 2024-25 (first full financial year of operations).



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FCT's emissions fall into three scopes under the GHG Protocol:

Scope	Source	Estimated Emissions
Scope 1 (Direct)	Company vehicles	Zero (no company vehicles)
Scope 2 (Indirect)	Home office electricity	Low (single home office, ~1,200 kWh/yr est.)
Scope 3 (Value chain)	Business travel (car, rail)	Low (school visits, occasional travel)
Scope 3 (Value chain)	Staff commuting to placements	Not in FCT's direct control; reported for transparency
Scope 3 (Value chain)	Digital infrastructure (cloud tools)	Negligible (third-party managed)

FCT's total direct carbon footprint is very low by the nature of its operations. The primary emissions source is home-office energy use and occasional business travel.

#### 4. Actions Taken to Date

FCT has already adopted practices that minimise its carbon footprint:

- Home-office based: eliminating commercial premises removes building energy use, heating, and lighting entirely
- Digital-first operations: all administration, payroll, and communications are handled digitally - no paper-based systems
- No company vehicles: FCT does not own or lease any vehicles; business travel is by personal transport or public rail where practical
- Cloud-based tools: use of cloud infrastructure (Airtable, Make.com, Google Drive, Zoho) managed by third parties with their own sustainability commitments
- Paperless onboarding: teacher onboarding, DBS documentation, and contracts are handled digitally

#### 5. Targets and Commitments

##### Short-term (by May 2027)

- Measure home-office energy consumption and switch to a 100% renewable electricity tariff
- Offset any remaining business travel emissions via a verified carbon offset scheme
- Publish this Carbon Reduction Plan on the FCT website and keep it updated annually



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### Medium-term (by 2030)

- Achieve net zero for Scope 1 and Scope 2 emissions
- Encourage placed teachers to use public transport or active travel where practical for school placements
- Review supply chain (Collegia, Aaron's Department) sustainability practices

### Long-term (by 2050)

- Achieve net zero across all scopes in line with the UK's legally binding 2050 target
- Contribute to the education sector's wider environmental commitments

## 6. Reporting and Review

This Carbon Reduction Plan will be reviewed and updated annually by the FCT management team. Progress against targets will be reported in each annual update. The plan is publicly available on the FCT website at [firstclassteachers.com](https://firstclassteachers.com).

**Approved by:** Darren Forde (Managing Director)

**Date:** May 2026

**Next review:** May 2027



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