

End of year school recycling guide

Don't let your dumpster look like this at the end of the school year!



Organize your Reuse and Recycle bins and place them right next to the trash during locker, classroom and desk clean-out.

Reduce the amount of trash your school sends to the landfill by following this easy guide

The end of the year is the busiest time of year for teachers, students and administrators. It is also the busiest time of year for your trash cans. When students clean out their lockers, paper and other materials that could have been recycled or reused are needlessly thrown away. Developing a system to deal with these materials involves students in a hands-on environmental project, conserves valuable resources, and could even save your school money.

The Clackamas County Recycling Partnership is here to help. Please use the signs included in this guide to help reduce the amount of waste created during locker, desk and classroom clean-out. If you need additional resources, contact us.

Laurel Bates, Waste Reduction Education Coordinator

Clackamas County Recycling Partnership

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Step 1: Organize your recycling during locker and classroom clean-out day

- Contact your local garbage hauler to see if you can receive extra recycling containers for that day because you will probably max out your regular containers. Need your hauler's contact information? Contact us (above).
- Provide outreach through signs or announcements so that students know that recycling is an important part of locker, desk and classroom clean-out.
- Label containers clearly explaining what goes in and what stays out. (See the labels included in this document)
- Place containers next to trash cans and provide monitors to make sure students are not contaminating the recycling bins.
- Consider labeling the trash cans with a list of items that belong in the trash (items that cannot be recycled), including:
 - paper with paint, a lot of crayon or any glitter
 - tissue paper, Laminated paper
 - paper towels, napkins & tissues, food contaminated paper

Step 2: Set up a Reuse area

Many materials students throw away at the end of the school year can be used again in the future. Examples include crayons, notebooks, markers, glue, scissors and many other school supplies. Every year we see perfectly good materials in the trash after locker, classroom and desk clean-out because students just don't have another option. Let's change that!

- Find an area to set aside as a reuse area and encourage students to bring to this central location items that can be reused again next year.
- Designate a "reuse closet" for these materials. In the fall staff and students will be able to obtain these school supplies free of charge.
- If your school does not have a place to store items, check with your district to see if there is a central location. If there is not, find a volunteer to take the items to a reuse organization. Contact us for suggestions.

Other ideas:

- If you have damaged or obsolete textbooks to get rid of, your hauler will take them! Just be sure to contact your hauler for directions on preparation and to arrange for pick-up.
- If your school hallways are divided by grade level, see which grade level can recycle the most material without contaminating the recycling bins. Think about providing incentives.
- Check to see if your garbage hauler can provide you with roller carts for your paper recycling. They can be easily wheeled in and out of your hallways, making it a lot easier for all involved.

For assistance with an end-of-the-school year waste reduction plan, contact Waste Reduction Education Coordinator Laurel Bates at 503-742-4454 or lbates@clackamas.us

Pens and Pencils



Notebooks



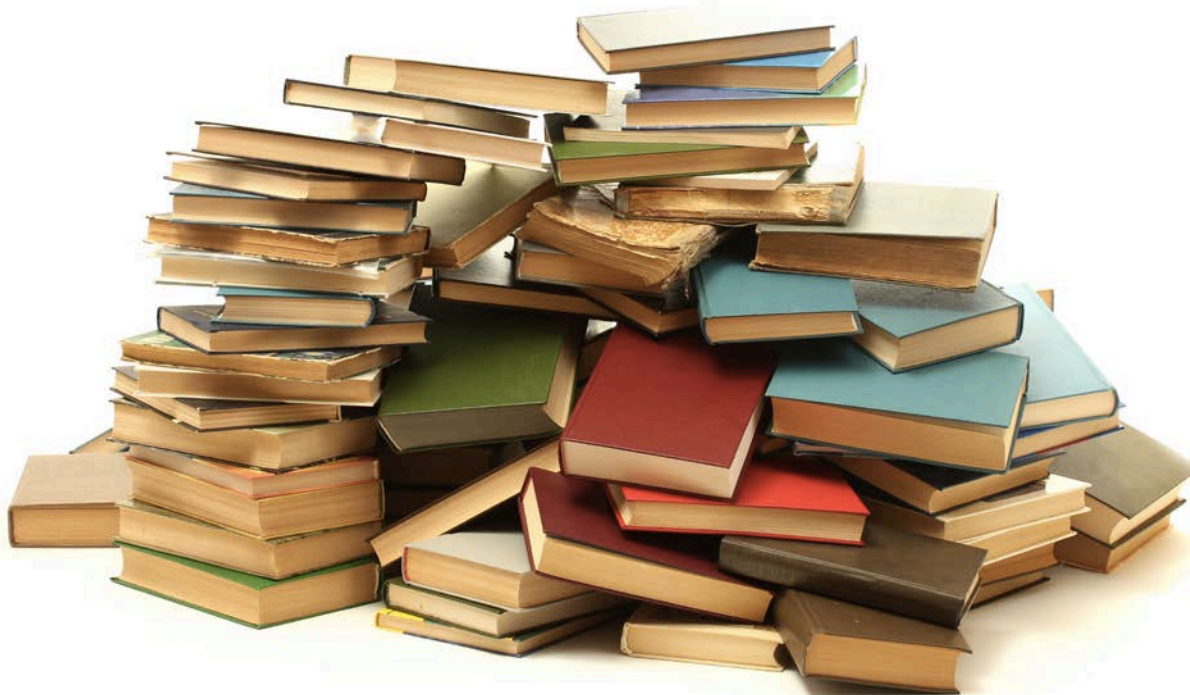
Binders



Clothing



Books



Crayons



Miscellaneous

**Any other item that does not belong in
trash or recycling**