



# OUR SCHOOL WASTE MANAGEMENT PLAN

**School Name** \_\_\_\_\_

**Planning Team** \_\_\_\_\_

## Cafeteria Waste Sorting

1. How many total Sorting Stations will we set up? Indoors \_\_\_\_\_ Outdoors \_\_\_\_\_
2. How many bins per station? Organics \_\_\_\_\_ Recycling \_\_\_\_\_ Trash \_\_\_\_\_
3. Where will we set them up? Indoors \_\_\_\_\_  
Outdoors \_\_\_\_\_
4. What items will be allowed on the SHARE TABLE? \_\_\_\_\_  
\_\_\_\_\_
5. Who will monitor the SHARE TABLE? \_\_\_\_\_
6. Who will make the SHARE TABLE SIGNAGE? \_\_\_\_\_
7. Are all waste sorting bins properly labeled and color coded?    Yes    No  
Comments: \_\_\_\_\_
8. Who will empty organics/trash bins? \_\_\_\_\_ How often? \_\_\_\_\_
9. Who will empty recycle bins? \_\_\_\_\_ How often? \_\_\_\_\_  
Comments: \_\_\_\_\_
10. Who will monitor the Sorting Stations?  
MON: \_\_\_\_\_ TUE: \_\_\_\_\_ WED: \_\_\_\_\_  
THU: \_\_\_\_\_ FRI: \_\_\_\_\_ Until when? \_\_\_\_\_

## Kitchen Waste Diversion

1. How many bins in the kitchen? Organics \_\_\_\_\_ Recycling \_\_\_\_\_ Trash \_\_\_\_\_
2. Are all bins properly labeled and color coded?    Yes    No  
Comments: \_\_\_\_\_
3. Who will empty organics/trash bins? \_\_\_\_\_ How often? \_\_\_\_\_  
Comments: \_\_\_\_\_
4. Who will empty recycle bins? \_\_\_\_\_ How often? \_\_\_\_\_  
Comments: \_\_\_\_\_

## Campuswide Recycling

- How many pairs of recycle and trash bins will we have in:  
Every Classroom \_\_\_\_\_ Library \_\_\_\_\_ Main Office \_\_\_\_\_  
Office #1 \_\_\_\_\_ Office #2 \_\_\_\_\_ Office #3 \_\_\_\_\_ Office #4 \_\_\_\_\_  
Staff Lounge #1 \_\_\_\_\_ Staff Lounge #2 \_\_\_\_\_ MPR \_\_\_\_\_  
Indoor Gym(s) \_\_\_\_\_ Indoor Hallways \_\_\_\_\_ Other \_\_\_\_\_  
\_\_\_\_\_
- How many pairs of recycle and trash bins will we have located at:  
Exterior Main Office \_\_\_\_\_ Outdoor Hallways \_\_\_\_\_  
Playground #1 \_\_\_\_\_ Playground #2 \_\_\_\_\_ Exterior Library \_\_\_\_\_  
Exterior Gym(s) \_\_\_\_\_ Exterior MPR \_\_\_\_\_  
Field #1 \_\_\_\_\_ Field #2 \_\_\_\_\_ Field #3 \_\_\_\_\_ Field #4 \_\_\_\_\_  
Other \_\_\_\_\_
- Are recycle bins properly labeled and color coded?      Yes      No  
Comments: \_\_\_\_\_
- Who will empty class recycling? \_\_\_\_\_ How often? \_\_\_\_\_  
Comments: \_\_\_\_\_
- Who will empty all other recycling? \_\_\_\_\_ How often? \_\_\_\_\_  
Comments: \_\_\_\_\_
- Who will empty sports field recycling? \_\_\_\_\_ How often? \_\_\_\_\_  
Comments: \_\_\_\_\_
- Will we collect CRV beverage containers separately?      Yes      No  
What is our fundraising goal? \$ \_\_\_\_\_ or \_\_\_\_\_ pounds  
Who will coordinate CRV collection and redemption? \_\_\_\_\_  
How will we separate CRV beverage containers? \_\_\_\_\_

## Education and Rewards

- Who will train students? \_\_\_\_\_ When? \_\_\_\_\_
- How else will we teach/prepare students for new waste activities? \_\_\_\_\_  
\_\_\_\_\_
- How will we reward or recognize positive waste sorting behavior?  
Individual \_\_\_\_\_  
Class \_\_\_\_\_  
Schoolwide \_\_\_\_\_  
Rewards \_\_\_\_\_