



# HOW TO RECYCLE

## SCHOOL ASSESSMENT GUIDE



### District information:

Name of District: \_\_\_\_\_ Name of Contact: \_\_\_\_\_  
Number of schools? \_\_\_\_\_ Enrollment? \_\_\_\_\_  
Number of schools interested in recycling? \_\_\_\_\_  
In addition to plastic milk bottles, what other materials do you want to recycle?  
\_\_\_\_\_



### Current waste disposal:

Name of company collecting waste/trash? \_\_\_\_\_  
Name of contact for this company? \_\_\_\_\_  
Who pays for this cost? \_\_\_\_\_  
Does the waste removal service provide an accounting of collections or any other data that would be useful in determining potential cost savings in trash hauling realized due to a recycling program? (Other than number of pick-ups?) Yes/No  
If yes, request data be provided.  
Who in the district maintains this information? \_\_\_\_\_  
Is there community curbside or drop-off recycling available? Yes/No  
Does this include plastic? Yes/No

### Current recycling:

What materials are currently being recycled? \_\_\_\_\_  
At which schools? \_\_\_\_\_  
Who is (are) the Recycling Service Provider(s) (RSP)? \_\_\_\_\_  
If there is more than one, can this service be consolidated? Yes/No  
Who coordinates the recycling program at the school district level? \_\_\_\_\_  
At the local/school level? \_\_\_\_\_  
What is the collection process for each of the materials recycled? \_\_\_\_\_  
What type of collection bins are currently used inside? \_\_\_\_\_  
Outside? \_\_\_\_\_  
Who provides/owns the inside bins? \_\_\_\_\_  
Outside bins? \_\_\_\_\_  
Where are the inside bins located? \_\_\_\_\_  
Location of outside bins? \_\_\_\_\_  
What recycling education has been provided to students? \_\_\_\_\_  
Staff? \_\_\_\_\_  
Who provided the recycling education and what did the education consist of? \_\_\_\_\_  
Is your current recycling program successful? Yes/No  
Is there anything that you would like to improve upon? \_\_\_\_\_



New Look  
of  
School Milk

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### School Nutrition/Foodservice:

What are the amounts of materials used each day in the district?

- \_\_\_\_\_ plastic milk bottles
- \_\_\_\_\_ other plastic drink bottles
- \_\_\_\_\_ plastic spice/condiment containers
- \_\_\_\_\_ plastic detergent, cleaner containers (include custodial)
- \_\_\_\_\_ No. 10 steel cans
- \_\_\_\_\_ cardboard
- \_\_\_\_\_ paper

Is there a can crusher(s) or other type of compactor at each location? Yes/No

What type of trash can liners do you currently use? \_\_\_\_\_

Are clear plastic liners available that are about a 2 mil thickness? Yes/No

### How can I be a recycler?

Discuss possibilities with the school administration and custodial staff.

Determine what materials in addition to plastic will (can?) be recycled.

Is there a potential RSP in the area for plastic recycling?

Who will serve as the district Recycling Coordinator?

Who will serve on the district Recycling Task Force/Committee?

Who will serve as the Recycling Coordinator at each school?

Are there any student environmental, recycling, or ecology clubs or student councils who could assist with the program or accept this as a project?

What is the process for approval of the recycling program (i.e. School Board approval)?

If more than one company is willing to collect material, send out a bid to assure the best service and price.

What community organizations will support school recycling?

Call your city or county recycling coordinator. They can be found online or in the phone book and can help provide information, contacts, and possible grant monies available.

### Recycling Learnings from Other School Districts:

- On average a student will generate 5-6 pounds of plastic milk bottles per year. This helps estimate the amount of material your school/district will be collecting, which is important information for a recycling company.
- The first emphasis should be on getting kids to consume all the milk – DRINK IT THEN SINK IT.
- Effort should be made to empty residual liquids from the bottles to keep the material relatively clean.
- No rinsing is needed.
- Elementary students are the most receptive to training. You may want to start with elementary schools to establish recycling behavior that will stay with them through middle and high school.
- When students are educated and trained on how to recycle, the material collected is relatively clean.
- Other suggestions include having kids, staff, or aides emptying liquid into a container before putting the bottle in the bin; or when trays are returned, staff pulling bottles that are not empty and disposing of liquid at a later time.
- Leaks or odors are reduced when the custodial staff double knots plastic bags (at least 2 mil thickness bags are recommended) containing the bottles before placing them into outside recycling containers provided by the recycling company.



**For more information visit  
[www.NutritionExplorations.org](http://www.NutritionExplorations.org)**



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