

Recycling in school

Running It

Know your ROLES!

Collections run more smoothly if everyone knows their roles. The checklist below can be completed and photocopied for everyone to use for easy reference.

Who will empty the classroom bins / boxes?

Where will they be taken?.....

What days do the classroom / office / computer suite bins need emptying?

Bin: Mon / Tue / Wed / Thur / Fri

for:

Bin: Mon / Tue / Wed / Thur / Fri

for:

Bin: Mon / Tue / Wed / Thur / Fri

for:

Who will return them to the classroom?.....

Who will empty them into the bin outside?.....

What days are the bins collected and how often?

Bin: M / T / W / T / F Weekly / Fortnightly / Monthly

for:

Bin: M / T / W / T / F Weekly / Fortnightly / Monthly

for:

Bin: M / T / W / T / F Weekly / Fortnightly / Monthly

for:

Who will return and secure the bins?.....

