

Lunchroom Recycling & Composting Guide

Teacher/Supervisor Role

- In the classroom, place the recycling bin and landfill bin next to each other. Place signs at eye level..
- Lead by example and learn what can and can't be recycled.
- If you see items not sorted properly, reteach proper sorting.
- Encourage students to recycle.

Student Role

- Learn what can and can't be recycled & composted.
- Recycle & compost throughout the day.
- Remind your teacher to recycle in the classroom.
- Encourage your classmates to recycle & compost.
- Bring the message of recycling & composting home to your family.

Custodian Role

- Empty all trash and recycling from the classroom into hallway containers.
- If the recycling bin has a lot of contamination from food, liquids, or non-recyclables, discard the load in the trash.
- If the compost container in the lunchroom has a lot of contamination from plastic or other items that can't be composted, discard the load in the trash.
- Inform staff and the building engineer if contamination happens regularly, or if you see a lot of recyclables in the trash or contamination in the compost.
- Place trash, recycling, and compost from classrooms and lunchroom in proper outdoor dumpsters.

Why recycle? Recycling...

- Reduces what gets sent to landfills
- Conserves valuable natural resources
- Aligns with specific recycling goals
- Contributes to community recycling goals.
- Reduces production costs

Why compost? Composting...

- Reduces the amount of waste being sent to landfills
- Reduces climate-changing methane emissions from landfills
- Creates nutrient rich soil
- Gives students something that they can do every day to combat climate change

How to Recycle & Compost in the Lunchroom

- Place bins next to each other and post signage at eye level.
- Place the liquids buckets next to the recycling and landfill bin.
- Line the recycling bin with a clear liner bag (if hauler accepts bags).
- Line the trash bin with a black liner bag.
- Line the compost bin with a compostable bag (if hauler accepts bags).



1

Pour unconsumed liquids in the bucket.



2

Once **emptied**, place the cartons and other recyclables in the recycling bin.



3

Anything that isn't recyclable goes in the landfill bin.



4

All food waste and 100% paper products can be put in compost



1

LIQUIDS

**POUR
OUT
EVERY
LAST
DROP**



2

RECYCLE

RECICLAR

ALL CONTAINERS MUST BE EMPTY
TODOS CONTENEDORES DEBEN ESTAR VACÍOS



MILK CARTONS
CARTONES DE
LECHE



PLASTICS
PLÁSTICO
#1-5



GLASS BOTTLES
BOTELLAS DE
VIDRIO



DRINK BOXES
CAJAS DE JUGO



CANS
LATAS



CLEAN PAPER &
CARDBOARD
CARTÓN Y PAPEL LIMPIO



NO FOODS OR
LIQUIDS
NO COMIDAS
O LÍQUIDOS



NO PLASTIC UTENSILS
OR STRAWS
NO CUBIERTOS O
POPOTES DE PLÁSTICO



NO JUICE
POUCHES
NO BOLSITAS
DE JUGO



NO PLASTIC
BAGS
NO BOLSAS DE
PLÁSTICO



NO PLASTIC #6,
STYROFOAM
NO PLÁSTICO #6,
POLIESTIRENO

3

LANDFILL

VERTEDERO



ALL WRAPPERS
TODAS
ENVOLTURAS



PLASTIC WRAP
ENVOLTURA DE
PLASTICO



PLASTIC-COATED
CARDBOARD
CARTONES CON PLÁSTICOS

SPOORKS &
STRAWS
CUBIERTOS Y
POPOTES



JUICE POUCH
BOLSITAS
DE JUGO



PLASTIC



STYROFOAM
POLIESTIRENO



PLASTIC
BAGS
BOLSAS
PLÁSTICAS

4

COMPOST

ALL FOOD
TODA COMIDA



FOOD-SOILED PAPER
PAPEL MANCHADO DE COMIDA



NAPKINS
TOALLAS DE PAPEL



PIZZA BOXES
CAJAS DE PIZZA

NO PLASTIC
NO PLÁSTICO

How to Recycle in Classrooms

- Each classroom should have a container for recycling paper, cardboard, and other classroom materials. If a blue plastic recycling bin is not available, the school may repurpose empty copy paper boxes to use as classroom recycling bins.
- The regular classroom recycling bin should not be used to collect recycling from meals.
- No liner bag should be used for regular (non-mealtime) recycling in classrooms/offices.
- Always place the recycling bin next to the landfill trash bin and place signs above or on both bins.



OR



Always place bins next to each other

CLASSROOM RECYCLING



CLEAN PAPER & CARDBOARD



**PLASTIC & GLASS & METAL
CONTAINERS
(MUST BE EMPTY, KEEP CAPS ON)**



**NO FOOD OR
LIQUIDS**



PENCIL SHAVINGS



PPE



NO WRAPPERS

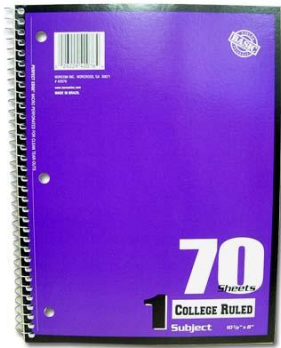


NO TISSUES



NO PLASTIC BAGS

LANDFILL



USED METAL SPIRAL
NOTEBOOKS
(RIP OUT & RECYCLE
THE PAGES & COVER ♻)



ALL WRAPPERS



PLASTIC
BAGS



TISSUES/ KLEENEX



PENCIL SHAVINGS



DRIED-UP
GLUE STICKS



FOOD &
LIQUIDS



BROKEN PENCILS,
DRY PENS

How to Collect Non-mealtime Recycling & Trash from Classrooms

At the end of the day, the custodian should:

- Empty the recyclables from classroom recycling container into an unlined blue recycling bin in the hallway.
- Empty the classroom landfill trash into a larger trash bin in the hallway.
- Wheel the recycling and trash bins out to the dumpster area.



Empty the **loose** materials (paper & more) from the classroom recycling bin into an **unlined** hallway recycling bin.



The hallway trash bin may not need a liner bag if all classroom trash is already bagged.

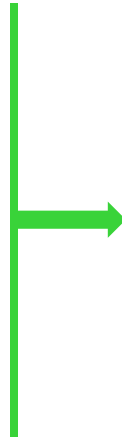
The outdoor dumpsters at your school



**EMPTY MILK CARTONS
& OTHER MEALTIME
RECYCLING**

**CLEAN PAPER
(KEEP LOOSE)**

**FLATTENED
CARDBOARD**



**TOTER
or DUMPSTER
for RECYCLING**



**GREEN
COMPOSTABLE
BAGS or BUCKETS
WITH FOOD
SCRAPS/ ORGANICS**



**TOTER
or DUMPSTER
for ORGANICS
(COMPOST)**



**BLACK BAGS
& OTHER
GARBAGE**

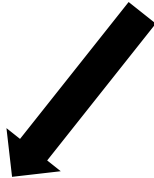


**TOTER
or DUMPSTER
for LANDFILL
GARBAGE**

What happens to the trash collected from your school?



First, it goes to a **Materials Recovery Facility (MRF)**



Then it is transported to a **Landfill**

What happens to the recyclables from your school?



The recyclables are sorted by material type at a **recycling facility**.



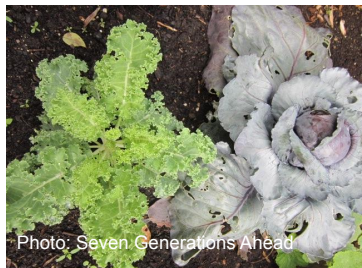
Then they get shipped to different recycling factories to be made into new products.



What happens to the food scraps/organics next?



A truck transports the compost/organics to a **Materials Recovery Facility (MRF)**.



The finished compost is sold to be added to garden soil.



Then the organics are transported to a **commercial composting facility**, where the food scraps are mixed with yard waste and turned into compost.

