



Reduce Waste at School

Use Less

- ✓ Print double-sided copies to reduce paper consumption
- ✓ Check to see what supplies are left before ordering new
- ✓ Order/print only what you need
- ✓ Incorporate the concept of “Zero-Waste” lunches
- ✓ Start a school composting program

Use More than Once

- ✓ Use paper with the highest percentage of postconsumer waste
- ✓ Reuse paper if only printed one side
- ✓ Reuse cardboard boxes for storage or packaging outgoing materials
- ✓ Organize a giant garage sale or exchange as a fundraiser (sports equipment, clothes, etc.)
- ✓ Send used books to a local charity or social service agency

Recycle

- ✓ Set up recycle bins/boxes for paper next to copy machines, and in classrooms
- ✓ Recycle electronics and toner cartridges – check with your local and state government for recycler lists and E-waste collection days