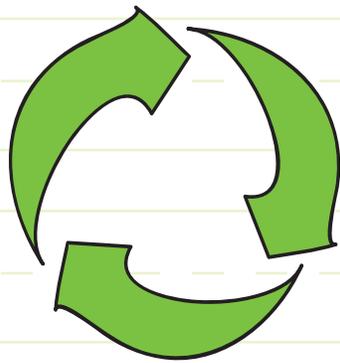


School Recycling 101



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ACUA
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School Recycling 101

Schools play an essential role in keeping our environment healthy and clean. Educating students about recycling and implementing good habits at a young age are the keys to protecting our world for years to come. Starting a school recycling program does not have to be challenging. With the ACUA's single stream recycling program, recycling has become easier than ever because all recyclable materials can be placed together in one container. The ACUA is committed to helping your schools' recycling program become a success by providing collection services, presentations, tours of our facilities and other assistance. Please look over our helpful guidelines for starting a program at your school!

1. Form a Recycling Team

A "Recycling Team" is essential because it ensures that a recycling campaign can be launched and sustained through each school year. A school recycling team should include representatives from administration, custodial staff, teachers, students, and parents.



Administration - Will provide "top" level leadership to direct and make important decisions about the campaign

Custodial Staff - Ensures recyclables are being stored properly for collection.

Teachers/Staff - A staff member willing to initiate the program from a marketing standpoint & involve all of the teachers, students, and office staff. Teachers educate students in the classroom and motivate them through various activities

Students Participate in the program and understand why their contribution is important

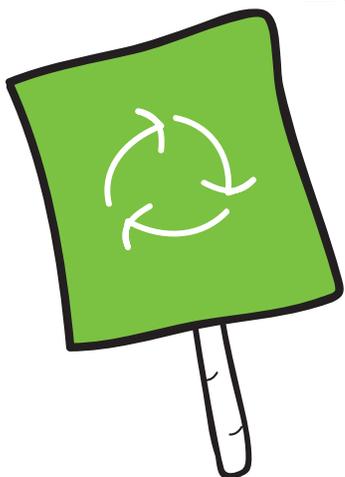
Parents Parents are an essential piece to the puzzle because they continue the message outside of the classroom

Other individuals interested in the success of a recycling program should be invited to participate in the program, support staff, and volunteer if needed.

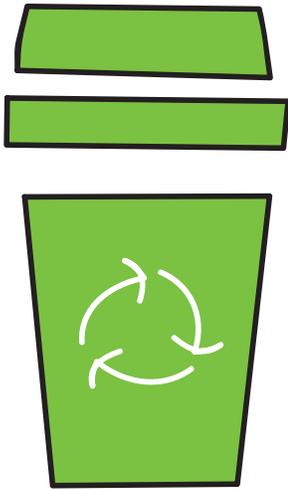
2. Create a Campaign

Make recycling as easy as possible with a clear and simple message:

- Explain why recycling is important for a healthy environment
- Place clearly marked containers next to trash cans wherever waste is generated: classrooms, offices, kitchen, cafeteria, playground, etc.
- Develop a plan for collecting materials inside and conveying to outside collection receptacles
- Inform parents with letters (examples provided) and include information in any promotional newsletters sent home
- Use banners and posters to reinforce the message (ACUA can provide)



3. Ensure Proper Collection



Proper collection requires convenient placement of recycling receptacles near traditional trash cans both inside and outside. Since ACUA provides single stream recycling, all items can be placed into one container. For the custodians, a successful recycling program means that there will be less garbage to collect and remove.

It is the school's responsibility to purchase or create recycling collection bins, such as sturdy boxes, plastic crates or 5 gallon buckets, for inside classrooms, offices, teacher's lounges, the library, cafeteria, gymnasium, etc. ACUA can provide "Mixed Recyclables" stickers to clearly mark these collection bins. While the ACUA cannot provide containers for inside collection, some schools utilize the large wheeled carts that are sometimes provided for outside collection to collect and move materials from inside to outside prior to pickup. ACUA also sells the "big bottle"— a large bottle shaped receptacle that is great for collecting bottles

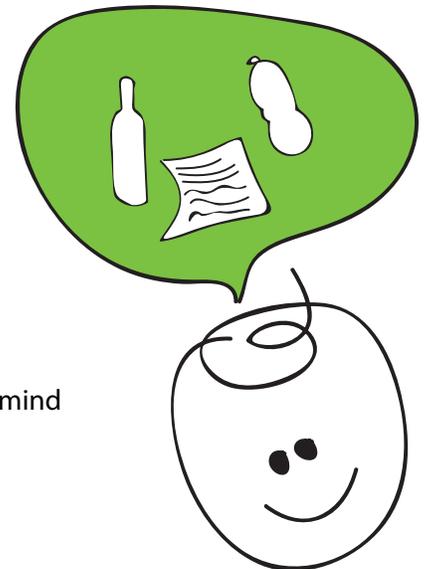
and cans in a cafeteria or teacher's lounge.

Outside collection consists of having the recyclables removed by a waste hauler. In Atlantic County, the Atlantic County Utilities Authority or ACUA provides this service for free, with the exception of a few municipalities. In addition to providing the collection service, the ACUA will also provide schools with the containers needed to collect recyclables for pick up outside the building at no charge.

4. Gain Student Involvement

Recycling can be educational and fun with these suggestions for creative recycling promotion:

- View recycling as an essential part of educational development and character building for students
- Challenge students to create posters that demonstrate the importance of recycling
- Bring students on a tour of the ACUA facilities. Recycling is just part of the big picture here; students will also learn more about our solid waste and wastewater, recycling, landfill, and renewable energy projects.
- Students will learn how a simple thing such as recycling can greatly impact the environment



5. Maintain the Message

Keep your campaign fresh each year with creative ideas:

- Make a recycling jingle in music class or create posters in art class to remind students of recycling importance
- Hold recycling competitions between classrooms, lunch hours, etc. to motivate students
- Contact the ACUA for help with demonstrations throughout the year

Plastic

EXAMPLES:
Plastic #'s 1-7
Yogurt containers
Soda bottles
Snack containers

NO

Cellophane bags
Styrofoam
Plastic bags
Plastic Utensils/Plates/Cups

Paper

EXAMPLES:
Paper of all colors
Junk mail
Envelopes
Newspapers
Catalogs
Magazines
Construction paper

NO

Paper Plates/Cups
Napkins/Towels

Cardboard

EXAMPLES:
Cardboard packaging
Pizza boxes
Shoe boxes
Cereal Boxes

*Must be Flattened

Cartons

EXAMPLES:
Milk cartons
Juice boxes
Soup cartons
Other shelf stable cartons

Metals

EXAMPLES:
Aluminum, Steel,
& Tin Cans

* Lids removed

NO

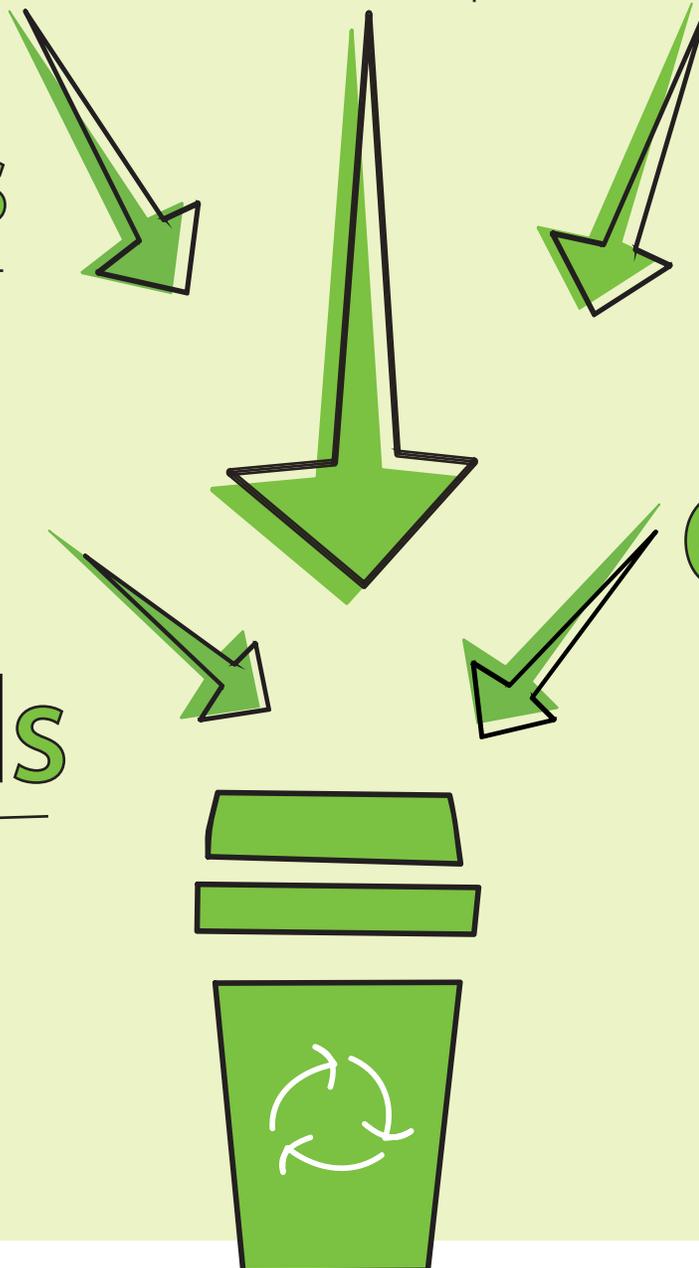
Aluminum foil

Glass

EXAMPLES:
All glass bottles and
jars of any color

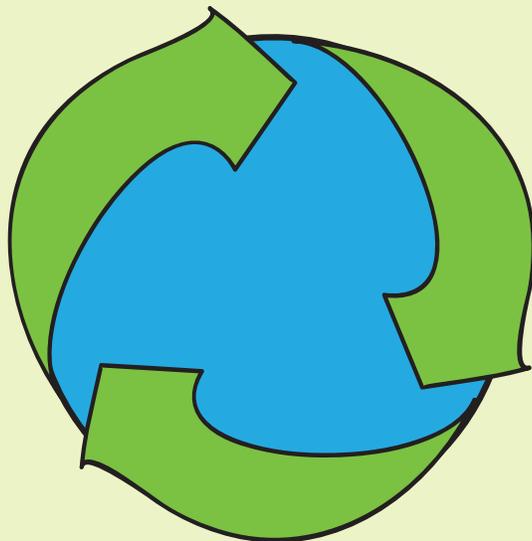
NO

Broken glass
Ceramics
Drinking glasses



Recycling

reduces pollution,
protects our health,
preserves landfill space,
protects our natural resources,
saves energy, trees and money,
and is the law in New Jersey!



Dear Parent or Guardian,

The Atlantic County Utilities Authority (ACUA), along with the _____ School System, is happy to announce the start of the school 's recycling program. Since recycling is the law in New Jersey and students spend a large part of every day on school grounds, it is appropriate to have in place a program that enables students to practice good citizenship by recycling.

In addition to offering students the ability to recycle, the program will include educational information regarding the importance of recycling. Recycling provides resources for manufacturers to make new useful products without having to deplete raw materials. Reprocessing recyclables uses less energy than creating products from raw materials; so recycling is a form of energy conservation as well. Finally, there are economic advantages to recycling that reach every household because recycling saves landfill space, extending the life of ACUA's landfill. Now that the ACUA operates a single stream recycling program, meaning all items can be placed into one container, recycling is easier than ever!

This letter has been provided to you so you can share in the excitement of this new initiative and be prepared to discuss recycling with your children if the subject arises. Please feel free to review the recycling brochure that will give you an overview of the ACUA's recycling program and visit the ACUA's website www.acua.com for other environmental information.

Please feel free to contact us if you have any questions.

Sincerely,

Richard S. Dovey
President
Atlantic County Utilities Authority



Dear Teacher,

The _____ School System, along with the Atlantic County Utilities Authority (ACUA), is happy to announce the start of the school's improved recycling program. Since recycling is the law in New Jersey and students spend a large part of every day on school grounds, it is appropriate to have in place a program that enables students to practice good citizenship by recycling.

In addition to offering students the ability to recycle, the program will include educational information regarding the importance of recycling. Recycling provides resources for manufacturers to make new useful products without having to deplete raw materials. Reprocessing recyclables uses less energy than creating products from raw materials; so recycling is a form of energy conservation as well. Finally, there are economic advantages to recycling that reach every household because recycling saves landfill space, extending the life of ACUA's landfill. Now that the ACUA operates a single stream recycling program, meaning all items can be placed into one container, recycling is easier than ever!

The ACUA will be assisting your school in implementing a successful recycling program. The ACUA would like to ensure that the recycling program includes all items that can currently be recycled including: bottles and cans, paper products and cardboard. In order to help embrace the idea of a recycling program, the ACUA will:

- Pick up single stream recyclables, cardboard, office paper, junk mail/envelopes, magazines, etc.
- Provide weekly collection services.
- Provide, free of charge, totes and/or barrels for the pick-up of recyclables.
- Pick up cardboard that has been flattened and tied in bundles.

This letter has been provided to you so you are aware of the school's policy to recycle and can share in the excitement of this new initiative. You should be prepared to discuss recycling with your students and ensure that students are participating in the program. Please feel free to review the recycling brochure that will give you an overview of the ACUA's recycling program in general. The ACUA's website www.acua.com is another great resource for environmental information.

Sincerely,
Richard S. Dovey
President
Atlantic County Utilities Authority



Recycling Pledge

We, the students of _____,
understand the importance of recycling paper,
glass, plastic and metal at all times. When we
finish using these items, we will place them in the
recycling bin instead of the trash can. We will
always recycle at home and at school and
encourage our family and friends to do the same.
We will also think of new ways to reduce the
amount of trash we produce and try to reuse
everything we can. We realize that
recycling is fun and simple and we will help teach
others about its importance. In this way, we'll do
our part to help the



Recycling Containers

Placing clearly labeled containers where waste is generated is an essential step in building a successful school recycling plan. Schools can purchase containers from the ACUA or make their own from plastic buckets or cardboard boxes. ACUA can provide recycling stickers for such Do-It-Yourself containers and will provide outside containers at no cost. Whichever containers you choose, make sure to place them in an accessible location.



20-Gallon Recycling Bucket - \$10.00*



Lid - \$5.00*

*prices include tax

DIY Ideas



Any plastic container, such as a laundry basket, kitty litter box, storage container or cardboard box, will work to collect recyclables throughout the school.

