

# BEST PRACTICES TO PROPERLY MANAGE CLASSROOM WASTE

## BIN PLACEMENT

Place one recycling bin and one trash can in each classroom, placed right next to each other and located near the classroom door.

- **Why just one each?** This conveys the message that we don't want to produce too much waste of any kind. Reducing is our primary goal!
- **Why next to each other?** It has been shown to increase recycling! When we throw things away, it's often about convenience. If only a trash bin is around, that's what we will use, but if a recycling bin is right next to trash, we are more likely to recycle correctly.
- **Why by the door?** Custodians have reported that this placement is helpful to their daily collection.



## EDUCATION SIGNAGE

Educational signage can be [downloaded](#) and printed from [newtonma.gov/recycling](http://newtonma.gov/recycling)

- **Where can I get signs?** Recycling signage can be downloaded in both green or blue. Match the sign color to your classroom's bins.
- **Where should signs be hung?** Signs should be posted with visibility and convenience at mind, ideally on the wall just above the bin.
- **How many signs do I need?** Include signage on every bin throughout your school to achieve the best recycling participation possible.



**Need more bins?** contact [Newton DPW](#).

**Need help with printing?** Request pricing from the [Graphics Communication Center](#) at Newton North High School or contact [Newton DPW](#) for printing assistance.