

Waste audit sheet for schools

Use this worksheet to collect data on what your school throws away and identify where improvements are needed.



Complete a separate sheet for each location:

- | | |
|---|---|
| <input type="checkbox"/> Classroom | <input type="checkbox"/> Staff room |
| <input type="checkbox"/> Hall | <input type="checkbox"/> Girl's toilets |
| <input type="checkbox"/> Dining hall / café | <input type="checkbox"/> Boy's toilets |
| <input type="checkbox"/> School office | <input type="checkbox"/> Other |

What items did you find? Tick those you find			Was it in the correct bin?		
Paper		<input checked="" type="checkbox"/>	This item goes in the recycling bin	Yes	No
Cardboard		<input type="checkbox"/>	This item goes in the recycling bin	Yes	No
Plastic bottle		<input type="checkbox"/>	This item goes in the recycling bin	Yes	No
Plastic tub		<input type="checkbox"/>	This item goes in the recycling bin	Yes	No
Envelopes (including window envelopes)		<input type="checkbox"/>	This item goes in the recycling bin	Yes	No
Fizzy drinks can		<input type="checkbox"/>	This item goes in the recycling bin	Yes	No
Food can e.g. baked bean tin		<input type="checkbox"/>	This item goes in the recycling bin	Yes	No
Tissues		<input type="checkbox"/>	This item goes in the rubbish bin	Yes	No
Green hand towels		<input type="checkbox"/>	This item goes in the rubbish bin	Yes	No
Pencil sharpenings		<input type="checkbox"/>	This item goes in the rubbish bin	Yes	No
Laminated paper		<input type="checkbox"/>	This item goes in the rubbish bin	Yes	No
Crisp packets		<input type="checkbox"/>	This item goes in the rubbish bin	Yes	No
Biscuit wrappers		<input type="checkbox"/>	This item goes in the rubbish bin	Yes	No
Sweet wrappers		<input type="checkbox"/>	This item goes in the rubbish bin	Yes	No
Food waste		<input type="checkbox"/>	This item goes in the food waste bin	Yes	No
Other..		<input type="checkbox"/>		Yes	No
Other..		<input type="checkbox"/>		Yes	No

All the items in the 'No' list were found in the incorrect location.

Now use this information to guide your work to teach the students and staff what can be recycled and how they can help.