



# ATTENTION



## STAFF and STUDENTS

The following is a list of mandated recyclable materials contained in the Middlesex County District Solid Waste Management Plan. All schools are required to recycle the items included on this list. If you are unsure of what you need to do or if you see custodians mixing recyclables with the trash, please contact \_\_\_\_\_



### BOTTLES & CANS:

- Aluminum Containers
- Glass Containers
- Plastic Containers (#1 & #2)
- Tin/Steel Containers

Place the listed items in the commingled containers located in the lunch room, teachers' lounge or other designated areas around the school.



### CORRUGATED CARDBOARD

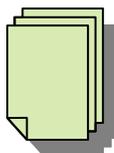
Flatten boxes and stack them neatly next to your mixed paper bin.



### MIXED PAPER

- Colored Paper
- Computer Paper
- Copy paper
- Envelopes
- Glossy Inserts
- Junk Mail
- Magazines
- Office Paper
- Scrap Paper

Place in the mixed paper container located in the classroom, offices, copy room, or library.



### NEWSPAPER

Bundle and place in a collection container in (designated area)



### FLUORESCENT BULBS COMPUTERS & TVs

Coordinate collection with  
(Custodian or designated person)

### RECHARGEABLE & BUTTON CELL BATTERIES

REDUCE



REUSE



RECYCLE

# Tips to Reduce Waste

## REDUCING WASTE AT YOUR WORKPLACE

- ◆ Make double-sided copies.
- ◆ Reuse file folders instead of discarding them.
- ◆ Remove your office from unwanted mailing lists.
- ◆ Edit documents on the computer before printing.
- ◆ Use ceramic or plastic mugs instead of disposable cups.
- ◆ Circulate information rather than making each employee a copy.
- ◆ Reuse the blank side of scrap paper to print drafts of letters, reports, etc.
- ◆ Email items instead of printing hard copies.



## REDUCING WASTE AT YOUR HOME

- ◆ When buying products, choose the one with the least amount of unnecessary packaging and buy in bulk.
- ◆ Join freecycle ([www.freecycle.org](http://www.freecycle.org)) and donate your unwanted goods.
- ◆ Reuse shopping bags or bring your own cloth tote bags to the grocery store.
- ◆ Avoid disposables (e.g. plastic utensils, paper plates, disposable razors)
- ◆ “Cut it and Leave it” - Leave your grass clippings on the lawn which makes less waste and also provides valuable nutrients for your lawn.
- ◆ Set up a backyard compost pile. The resulting compost can be used to fertilize your garden. Call us at 732-745-4170 if you are interested in purchasing a compost bin.

