

The "What Goes Where? guide

We have done our best to create a comprehensive list of the types of items likely to be found at school. However, we realize that some items may have been missed and that recycling programs are always evolving. Therefore, please contact Energy@sd34.bc.ca if

a) You know of any other recycling programs or options for disposal that would be beneficial for other sites to be aware of

b) You have an item that is not on this list and would like some clarification or would like to have it added to the list

Legend

Compost
Recycling
Recycling
Donate
Hazardous Waste
Garbage

Comments

No garbage or plastic please

Can go in the regular mixed recycling bin if clean

Recycling is possible but requires the school to sign-up for a special program

Most donatable items can also be recycled if donation is not an option for your school.

Please handle items with care

Only about 20% of the waste that a school produces is actually garbage.

Materials	Type of Waste	Description	What to do with it	Where does it go?
Aerosol Cans	Hazardous Waste	Spray paint, spray glue etc	See " Hazardous Waste"	Designated Hazardous waste collection point
Aluminum cans	Recycling	Pop cans		Blue Regional Recycling Beverage Container Bins
Aluminum foil	Recycling		Must be clean	Mixed Recycling Bin
Aluminum foil take-out containers and plates	Recycling		Must be clean	Mixed Recycling Bin
Apple Core	Compost			Compost bin
Apple Sauce container	Recycling		Check for recycling symbol. Must be a 1,2 or 5. All others are non recyclable. Must be clean	Mixed Recycling Bin
Appliances Large (not working)	Recycling	non working stoves, washers, dryers, dishwashers, refridgerators	Put in a work order to have delivery service come pick-up the appliance and dispose of it.	Indicate in the WO where the broken appliance is located.
Appliances Small (not working)	Recycling	Radio, stereo, microwave, coffee maker, hair dryer etc	Collect in a cardboard box	Place outside next to beverage container bins on pick-up day

				If donating then arrange for pick-up or drop off with the charitable organization selected. If recycling then a few small appliances can be collected in a box and be picked up by regional recycling when they come to collect bottles and cans. If there are many to be collected please submit a WO for a pick-up by delivery services.
Appliances(working)	Donate	All appliances large and small	Donate to a local charity	
Banana peel	Compost			Compost bin
Batteries	Recycling	Household batteries such as AA, AAA, 9V etc	Collect in a bucket or cardboard box	Can be collected in a box and picked up by regional recycling when they come for your regularly scheduled beverage container pick-up
Beverage Containers	Recycling	Juice boxes, Pop and water bottles, milk jugs	empty and rinse all containers. Remove straws	empty and rinse all containers. Remove straws
Bones	Compost			Compost bin
Books (unuseable)	Recycling	outdated textbooks, severely damaged books	remove any cd's	Box up and Submit a WO to delivery service to recycle
Books (useable)	Donate		For small numbers of useable books, box them up and drop them off at a Discover Books bin to help raise \$ for local literacy programs	Find the closest pick-up bin on the Discover Books website (https://www.discoverbooks.com/SearchResults.asp?Cat=2517)
Bread	Compost			Compost bin
bubble wrap	Recycling			Mixed Recycling Bin
Candy Wrappers	Garbage			Garbage
Carboard food containers lined with plastic	Garbage	Eg. take-out soup bowls etc		Garbage
Cardboard	Recycling	uncontaminated corrugated cardboard, box board etc	Flatten boxes	Mixed Recycling
Cardboard - box board	Recycling	Eg facial tissue or cereal box	Flatten boxes	Mixed Recycling
Cardboard egg cartons	Compost			Compost bin
Cardboard food containers - plain cardboard o	Compost	clamshells		Compost bin
Cell Phone Batteries	Recycling		Collect in a bucket or cardboard box	Can be collected in a box and picked up by regional recycling when they come for your regularly scheduled beverage container pick-up
Cell phones	Recycling	Broken or out-dated cell phones	Erase all personal information and then collect in a bucket or cardboard box	Can be picked up by regional recycling when they come for your regularly scheduled beverage container pick-up
Cheese	Compost		Remove any plastic wrap or packaging	Compost Bin
Chip bags	Garbage			Garbage
Cigarette butts	Garbage			Garbage

				For small amount of clothing there are charity donation bins located throughout town. If your school wishes to collect and donate a large amount of good used clothing then organizations such as the Canadian Diabetes Association can arrange to come by your school and collect bags of donated clothing on a scheduled day and time.
Clothing/Shoes - reuseable	Donate		Donate to a local charity	
Coffee cup - clean	Recycling			Mixed Recycling Bin
Coffee cup dirty	Garbage			Mixed Recycling Bin
Coffee cup lid	Garbage			Garbage
Coffee grounds	Compost			Compost
Compact Fluorescent Bulbs	Recycling	Bulbs from lamps and ceiling fixtures	See "Lightbulbs"	See "Lightbulbs"
Computers or tablets - Not working	Recycling		Submit WO for delivery services to collect these items for recycling	
Computers or tablets - Working	Recycling		Submit a WO to IT to have the computer collected and returned to the district inventory	IT
Construction paper	Recycling			Mixed Recycling Bin
Cookie and cracker wrappers	Recycling	Can be recycling if you sign-up for a brigade program	Sign-up for this free recycling program at: http://www.terracycle.ca/en-CA/brigades	Cookie and Cracker Wrapper Brigade box
Cookie bags	Recycling	Can be recycling if you sign-up for a brigade program	Sign-up for this free recycling program at: http://www.terracycle.ca/en-CA/brigades	Cookie and Cracker Wrapper Brigade box
Couches	Garbage	See "Furniture"		Garbage
Elastic Bands	Garbage			Garbage
Electronics	Recycling	Printers, TV's, VHS, DVD, CD players	Collect in a cardboard box	For small amounts of electronics recycling, place outside next to regional recycling beverage container totes on pick-up day. For large amounts of electronics recycling submit a Work Order for Delivery Services to come by and pick them up for recycling.
Envelopes	Recycling		Remove all tape	Mixed Recycling Bin
Facial Tissue	Compost			Compost Bin
Filing Cabiners			Empty out all folders, papers etc	Submit a Work Worder for Delivery Services to pick-up and recycle
Fluorescent Tubes	Recycling	Bulbs from ceiling fixtures	See "Lightbulbs"	See "Lightbulbs"
Food scraps	Compost		Remove all plastic wrappings and bags	Compost bin
Furniture	Garbage	Couches		Submit a Work Worder for Delivery Services to pick-up and recycle
Garden waste	Compost			Compost bin
Gatorade bottle	Recycling		Empty	Blue Regional Recycling Beverage Container Bins

			Wrap objects so that they won't pierce the bag and alert the custodian that there is broken glass in the garbage bin.	
Glass - Broken	Garbage	le plate, cup or window pane		Garbage
Glass bottle	Recycling		Rinse	Mixed Recycling Bin
Glass Jar	Recycling		Rinse	Mixed Recycling Bin
Glue Sticks	Garbage			Mixed Recycling Bin
Granola bar wrappers	Recycling		See" Snack Wrappers"	Into Brigade recycling box if applicable, otherwise garbage
Greeting cards	Recycling		Remove any plastic or noise makers	Mixed Recycling Bin
Grocery Bags (#4 plastic - stretchy plastic)	Recycling		Pile all loose plastic bags into one plastic bag	Mixed Recycling Bin
Hair	Garbage			Garbage
Hazardous liquids	Hazardous Waste	Paints, Solvents, Pesticides etc	Collect all hazardous waste materials in one area during the year and then towards the end of the school year contact the purchasing department to arrange for pick-up of these materials.	Designated Hazardous waste collection point
Highlighters	Recycling		See "Markers"	Staples writing brigade recycling box
Ink cartridges - personal computers	Garbage			Garbage
Inkjet Cartridges	Recycling	From commercial sizes printers and photocopiers	Collect Commercial sized printer and photocopier cartridges in a box in the photocopy room.	When an order for replacement cartridges is made inform Staples that you have used ones for pick-up and they will take them away and recycle them.
iPad - Broken	Recycling		See "computers or tablets"	See "computers or tablets"
Juice box	Recycling		Empty out juice and remove straw	Blue Regional Recycling Beverage Container Bins
Light bulbs	Recycling	Bulbs from lamps and ceiling fixtures	Give to your school's custodian for collection and recycling	
Lunch mate containers and packaging	Recycling	Sign-up to recycle lunchables at https://www.terracycle.ca/en-CA/brigades	Empty and rinse	Lunchmate brigade recycling box
Magazines	Recycling			Mixed Recycling Bin
Markers - permanent or non permanent	Recycling	Sign-up to recycle writing instruments at: https://www.terracycle.ca/en-CA/brigades/writing-instrument-retail-based-brigade	Collect in a box with other used markers, pens and mechanical pencils. Box can be dropped of at Staples on South Fraser Way once full	Staples writing brigade recycling box
Meat	Compost			Compost bin
Mechanical Pencils	Recycling		See "Markers"	See "Markers"
Metal - Scrap	Recycling			Submit a Work Worder for Delivery Services to pick-up and recycle
Milk Jugs and Cartons	Recycling		Must be clean!! Rinse before recycling!	Mixed Recycling or Beverage Container Recycling
Needles and sharps	Hazardous Waste		Bring to first aid room to be placed in the sharps container	In the sharps container in the first aid room

News paper	Recycling			Mixed Recycling Bin
Old fridges	Recycling		See "Appliances"	See "Appliances"
Old microwaves	Recycling		See "Appliances"	See "Appliances"
Paint Cans	Hazardous Waste	Full, partially full or empty paint cans	See "Hazardous Waste"	Designated Hazardous waste collection point
Paper bag (kraft paper bag)	Compost	le) brown paper lunch bag	Empty out all garabge or recyclables	Compost bin
Paper gift wrap	Recycling	Plain paper gift wrap with no plastic	remove tape and ribbons	Mixed Recycling Bin
paper plates - plain paper	Recycling		Must be clean	Mixed Recycling Bin
Paper plates - plastic coated	Garbage			Garbage
Paper towel	Compost	Wet or dry paper towel with no grease or paint on it.		Compost
pencil shavings	Garbage			Garbage
Pens	Recycling		See "Markers"	Staples writing brigade recycling box
Pizza boxes	Compost		Remove small plastic triangles	Compost bin
Plant cuttings	Compost			Compost bin
Plastic # 1	Recycling	Water bottles, peanut butter containers, salad dressing bottles etc	Must be clean	Mixed Recycling Bin
Plastic # 2	Recycling	Milk cartons, detergent bottles etc	Must be clean	Mixed Recycling Bin
Plastic # 3	Garbage	Plastic PVC pipes, plastic chairs etc		Garbage
Plastic # 4	Recycling	Stretchy plastic like grocery bags and ziplocks etc	Must be clean	Mixed Recycling Bin
Plastic # 5	Recycling	Some food containers and plastic bottle caps etc	Must be clean	Mixed Recycling Bin
Plastic # 6	Garbage	Plastic forks and knives, Styrofoam etc		Garbage
Plastic # 7	Garbage	Some food containers, DVDs etc		Garbage
Plastic bread bags	Recycling	# 4 Plastic	Must be clean	Mixed Recycling Bin
Plastic grocery bags	Recycling	# 4 Plastic	Must be clean	Mixed Recycling Bin
Plastic with no number	Garbage			Garbage
Plastic Wrap	Recycling	# 4 Plastic	Must be clean	Mixed Recycling Bin
Plastic ziplock bags - Clean	Recycling	# 4 Plastic	Must be clean	Mixed Recycling Bin
Plastic ziplock bags - Dirty	Garbage	# 4 Plastic	If Dirty put in the garbage and not the recycling	Garbage
Pop Can	Recycling			Blue Regional Recycling Beverage Container Bins
Powerade bottle	Recycling			Blue Regional Recycling Beverage Container Bins
Printers - desk top	Recycling		See "Electronics"	See "Electronics"
Rubber bands	Garbage			Garbage

		Sign-up for to recycling snack wrappers through Terra Cycle at: http://www.terracycle.ca/en-CA/zero_waste_boxes/snack-wrappers **Note: this is a fee for service recycling option		
Snack wrappers	Recycling			Into Brigade recycling box if applicable, otherwise garbage
Straws	Garbage			Garbage
Styrofoam egg carton	Garbage			Garbage
Styrofoam food containers	Garbage			Garbage
Styrofoam packaging	Garbage			Garbage
Tea bags	Compost			Compost bin
Tetra packs - rinses	Recycling		Must be clean	Blue Regional Recycling Beverage Container Bins
Tin Cans	Recycling		Must be clean	Mixed Recycling Bin
Toner from photocopier	Recycling	From commercial sizes printers and photocopiers	Collect Commercial sized printer and photocopier cartridges in a box in the photocopy room.	When an order for replacement cartridges is made inform Staples that you have used ones for pick-up and they will take them away and recycle them.
Transparency paper	Garbage			Garbage
Water bottle	Recycling		Empty	Blue Regional Recycling Beverage Container Bins
Waxed cardboard	Garbage			Garbage
White board markers	Recycling		See "Markers"	Staples writing brigade recycling box
Wood Scrap	Recycling		Small amounts of wood scrap should be put in the garbage. If your school produces a significant amount of woodscrap then it should have a wood recycling bin somewhere near the woodshop.	Wood Recycling bin or Garbage depending on volume
Writing paper	Recycling			Mixed Recycling Bin
Yard waste	Compost			Compost bin