

WASTE ASSESSMENT TOOL

Use this tool to help determine which Action Areas to choose.

This tool is not required in order to become a certified Environmental Action Program School. This tool is designed to assist schools determine where to focus their efforts by identifying where waste is generated and how to manage it.

Name of School: _____

1. Type of school (check all that apply)

P K 1 2 3 4 5 6 7 8 9 10 11 12

2. Number of students: _____

3. Number of faculty/staff: _____

4. Number of classrooms: _____

5. Number of break rooms: _____

6. Cafeteria? Yes No

7. Kitchen? Yes No

8. Concession Stand? Yes No **If yes, how many?** _____

9. Vending Machines? Yes No **If yes, how many?** _____

Determine how much your school is spending on waste removal:

Enter the amount of your school's most recent garbage and recycling bill here: _____.

This bill is for the month(s) of _____, year _____.

If possible, get a summary of all the garbage and recycling expenses the school has incurred for the last full calendar year to determine your annual bill. If this is not possible, multiply the present bill by the appropriate number to roughly estimate your annual bill.

Enter amount of annual garbage and recycling bill (actual or estimated) here: _____

What can you do?

On this tool, include **ALL** areas of the school where waste is generated, including offices, classrooms, kitchen, cafeteria, restrooms, shop classes, copy rooms, maintenance areas, yards, grounds or gardens.

If you would like to make your assessment even more detailed, you can include special wastes generated over holiday periods, at special events and over summer vacation. These waste materials may be added to this form at the time they are generated.

