

Audit worksheet 2



Class/Group name:

Number of days since bins were emptied:

Date:

Material	Location:	Location:	Location:	Location:	Location:	Total (grams)
Office Paper: Clean, white paper used for photocopying and printing						
Mixed Paper: Mixed white, glossy and coloured paper, magazines and leaflets, newspapers						
Cardboard: Used for packaging						
Cans: Steel or aluminium						
Plastic: Plastic bottles, food packaging and plastic bags						
Glass: Usually glass drinks bottles						
Foil: Must be separated from cans						
Organic: Some food waste, flowers, grass clippings, plant cuttings. Anything that can be composted						
Residual Waste: Materials which cannot easily be recycled such as some types of packaging.						
Incorrect materials: Residual bins with recyclables in them and vice versa.						

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Material	1 day's waste	1 week's waste	1 year's waste	% each material is of total	Waste per head for a year
	Total weight divided by the number of School days since the bins were emptied	Multiply the one day total by 5	Multiply ONE week's total by the number of weeks in your school year (on average 39)	Divide one year's waste for each material by your school's grand total of waste and then multiply that figure by 100	Divide the total of one year's waste of a specific material by the number of people in your school for waste per person or Divide the total of one year's waste by the number of people in your school for the total amount of waste generated per person
Office Paper					
Mixed Paper					
Cardboard					
Cans					
Plastic					
Glass					
Foil					
Organic					
Residual Waste					
GRAND TOTAL					