



BIN PLACEMENT GUIDE

Strategically placing your bins can help make your Rally successful!

CONSIDER THE FOLLOWING QUESTIONS TO HELP WITH BIN PLACEMENT:



Make recycling easy and convenient!

» Do you have at least one recycling bin located within a line-of-sight to each location where recyclable items are sold and consumed within your school?

GOAL:
REDUCE EFFORT BY PLACING A RECYCLING BIN NEXT TO EVERY TRASH CAN!

NEED BINS? FOR SUGGESTIONS, REFERENCE THE HOW TO OBTAIN RECYCLING BINS GUIDE!



» Are your bins easy to recognize?

- Look at **how your bins are placed** as you walk from room to room. Make sure they are located in the highest traffic areas and areas where people will be finishing their use of the recyclables you are targeting to collect.
- Try to establish a consistent **pattern** or logical flow throughout your building (e.g. knowing bins are always by the exit or under the clock in each room will make it easier to quickly recognize where to recycle).
- Use **visual cues**. If recycling bins are consistently the same **color** (different from trash cans), they will be easier to recognize and find. Unique **shapes** and custom **signage** can show which materials the bin accepts and can help them stand out even more – especially if signage is mounted higher than the bin.



Bins in high traffic areas make recycling easier!



★ Consider mounting a 3-D feature (like an arrow) on or near each bin to draw attention.



» Do your bins have directions or signage near them?

- Keep the message to **one main point** and use **simple phrases** with **large text** and **strong action words**.
- Incorporate **recognizable images**, such as material types, relevant song lyrics or images that are unique to your school.



» Do you need more creative, motivational signage?

- Help students, teachers, and parents understand **what is recyclable** and what is not.
- Use posters, banners and other signage to explain **why recycling is so important**. You want your audience to become interested in recycling all of the time, not just when it's convenient.
- **Show your progress** as you work toward achieving your goals.
- Use **deadline reminders** for prizes and rewards to help get your school moving more quickly to **hit your goals**.



Posters and signs make recycling noticeable!



» Are recyclables ending up in trash cans?

- Make sure your recycling bins are the **right size** and are being **emptied frequently**.
- Verify that your bins are **distinctly different** than your trash cans.
- Consider labeling trash cans with an image or phrase that reminds people about the **impact of waste** (i.e. landfills).
- Make sure your **recycling station** location is common knowledge.
- Give the bin a 'personality' or **convert it into a game** that draws **attention**. For example, tape squares on the ground so students can hopscotch their way to the bin.
- Add a cut-out to the lid that matches the **shape** of the items the bin should accept.



Make sure your bins are noticeable!

» Are bins rarely full?

- **Conduct a waste audit** to determine whether you can optimize the number of bins, the placement or clean-out schedule.

» Are your recycling bins overflowing?

- Overflowing bins create a **mess** and are less likely to be used in the future even after they are emptied.
- **Do a walk-through** during the day to see which bins fill up faster than others.
- Plan ahead for **special events and giveaways** that could result in more recyclables than usual.



Audit your bins to place them in areas with highest potential.

TIPS

Keep your bins in consistent locations.

Don't let bins fade into the background.
Make sure they stand out!

Suggest a field trip to visit your recycling provider.