On-Site Composting Planning Checklist

- Designated a school composting coordinator
- Identified a use for compost at your school
- Developed a plan to get student investment in the program
- Designated who is in charge of transporting food scraps to the compost system
- Identified the materials needed for successful source separation and where they will come from (five gallon buckets, totes, posters, labels, etc.)
- Conducted a school wide waste audit so you can track the decrease in waste overtime
- Conducted a cost-benefit analysis comparing on-site composting to hiring a solid waste hauler to pick up organics
- Identified who will train the students, staff, and kitchen about source separation of food scraps
- Identified who will size and design your on-site composting system
- Identified who will install the composting system
- Determined how the system will be paid for
- Designated students and staff to monitor and record the temperature and moisture of the compost piles on a weekly basis
- Designated who will source materials such as bedded manures, leaves, straw, hay, and wood shavings to provide the proper blend to your compost recipe
- Designated students to turn the piles regularly
- Designated a “go to person” for management questions and trouble-shooting
- Designated who is responsible for the program when the coordinator and other key parties move on. They will replace the coordinator, develop an interim management strategy and ensure long-term success of the program.
- Created a plan to prevent common challenges such as the availability of off-site materials, staff changes, and management issues from undermining the program

**NOTE:** While the school may not be able to answer all of these questions at first, before action is taken to implement an on-site composting program, it is necessary that these key logistics be addressed and roles filled by committed members of your school community.
References


Photos

- Highfields Center For Composting
- Srise

Acknowledgements

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The Vermont community wishes to thank the Highfields Center for Composting for its years of outstanding leadership in the service of community composting and universal recycling in Vermont.

On-Site Composting For Schools

Companion Resources:

- Bin System Design Guide
- School Implementation Guide
- Compost Recipe Guide
- Compost Planning Checklist
- Compost Bin Monitoring Log

Content Updates

- www.CompostTechnicalServices.com
- www.srise.com

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