

Hazardous Waste Management and Reduction in Schools

- 1. Include Hazardous Waste (HW) management as part of the waste reduction committee** that meets regularly (described in the [ANR School Waste Reduction Guide](#)), or as a separate group that deals with reducing and managing HW. Discussions associated with management of school generated hazardous waste must include:
 - a. A school Administrator,
 - b. Lead custodial staff, and
 - c. A Hazardous Materials Coordinator as a member of this group.
 - d. Optional: Students can be involved, but should not handle hazardous waste.

- 2. Identify which toxic products are used and stored on school property**
 - a. Commonly found toxics: light bulbs, paints, fertilizers, printer toners, cleaning supplies, medical equipment, refrigerants, drain cleaners, pottery clear coating glaze, concentrated acids, aerosol cans, science department lab chemicals.

- 3. Create an inventory of hazardous products entering the school(s) and being disposed of.**
 - a. Develop a tracking sheet that includes columns for the chemical name of the material, the shortened name (if there is one), where it is stored, the size of the container (if applicable), and number of containers.
 - b. Create a schedule for the inventory to be checked and updated. Save previous inventory sheets as separate files from new ones if completing the document electronically so as to not save over documents.
 - c. Only those individuals properly trained to manage hazardous waste should be permitted to handle and inventory the materials.

- 4. Create a plan to limit use and storage of hazardous wastes.** Work with ANR's Environmental Assistance Office (EAO) and local Solid Waste Management Entity (SWME) to create a plan for limiting hazardous waste generated by the school.
 - a. Identify dangerous chemicals that should not be present or used. Only those trained in hazardous materials should be doing inventory and handling.
 - b. Work with facility staff, repair personnel, science teachers, and art teachers to limit use of dangerous chemicals. Educate staff on environmentally preferred alternatives to more hazardous materials.
 - c. Do not purchase more hazardous chemicals before proper disposal of previously purchased chemicals.

- 5. Work with EAO to produce a plan for storage of hazardous waste.**
 - a. Keep toxic waste stored in as few locations as possible.
 - b. Make sure the storage area is clean, dry, and free of obstructions.

- 6. Create a school-wide standardized procedures** for how, when, and where collection and disposal of waste will occur.
- a. Set up collection days for staff to go through their toxic waste and bring to a consolidation area designated by facility staff for proper packaging and transport by a Hazardous Waste Contractor or SWME. When possible, work in correspondence with a SWME to access their services, Household Hazardous Waste (HHW) events and/or HHW facility.
 - b. May include creating a secured hazardous waste storage area.
 - c. Never dump unknown and untreated chemicals down the drain.
 - d. Train personnel on the procedures and review them on a recurring basis to evaluate needed updates or revisions to the procedures.

7. Educate Faculty

- a. Teachers handling hazardous materials should go through annual training. A [Chemical Hygiene Plan](#) is required by OSHA and should be in place for science labs.
- b. Faculty and students exposed to these chemicals should learn and practice procedures necessary to minimize exposure of these substances.

8. Educate Students

- a. Science teachers using hazardous materials must train students before use.
- b. Explain the connection between hazardous waste and health and environmental issues.
- c. Incorporate lessons about toxic products and hazardous waste awareness.
- d. Explain how toxic products can be reduced, reused, and disposed of properly.
- e. Offer suggestions for use of non-toxic products for both school and home.

Resources

- Chittenden Solid Waste District - Hazardous Materials Management in K-12 Schools
<http://cswd.net/wp-content/uploads/CSWD-schools-hazardous-materials-management-201604.pdf>
- United States Environmental Protection Agency - Healthy School Environments-Chemical Use & Management <https://www.epa.gov/schools-chemicals>
- Vermont Department of Environmental Conservation Environmental Assistance Office (EAO)
<http://dec.vermont.gov/environmental-assistance>

Examples of Workshops and Lesson Plans for Students on Hazardous Waste

- Local Hazardous Waste Management Program, King County Solid Waste Division
<http://your.kingcounty.gov/solidwaste/education/hazwaste.asp>