



Sustainability Protocol for Events

This year we're working in partnership with the school administration to GREEN our Fernbank community by composting at all Fernbank events, eliminating styrofoam, and reducing single waste plastic use. Each event we have at Fernbank should follow the Sustainability Protocol; class parties, birthdays, school-wide events, etc.

- **TEAMWORK:** The Sustainability Committee is here to help and support you!

Email us at: gogreenfernbank@gmail.com to include a sustainability team member in your event planning.

- **DIVERT:** Have a **WASTE LINE** with composting, landfill, and recycling, wash - it helps to have a volunteer monitoring & helping to keep this running smoothly so include that role in your event signups if possible.

- **GO WASTE FREE:** **no single use plastics** (cutlery, plates, cups, etc) - the sustainability team can help you with reusables or help you find compostable items that can be used in place of plastics

- **LET IT ROT:** if you are using compostable items such as cups or plates, these need to be placed in the compost bin.

- **USE WHAT WE HAVE:** Let's say **no to single-use plastic water bottles!**

The PTA has 2 giant water thermoses that can be filled with water, lemonade or something exciting! Just be sure to provide reusable cups or compostable cups, or encourage everyone to bring their own

- **NO STYROFOAM:** This material is toxic to produce, to eat/drink from, and when it's sitting in the landfill, let's keep it out of our school.

- **CLEAN CATERING:** if your event is catered, please ask the caterer not to include styrofoam, plastic cutlery, or any other un-compostable single-use products.

WASHABLE CLOTHS : please use washable tablecloths instead of plastic.

We are here to help, please contact us with any questions!

You can access an amazon list of suggested compostable items for events here:

<http://a.co/d0DdJax>

SCHOOL EVENT TO DO LIST:

1 -Contact our sustainability team for help or to answer any questions
gogreenfernbank@gmail.com

1) Do you need tableware?

Reusable or Compostable?

*** We have about 600 forks and spoons to use for events at school, eliminating the need to buy compostable cutlery**

If compostable, figure out how many you need, assign volunteers to purchase: compostable cups, plates, bowls, napkins.

2) Plan to Set up a waste line for sorting with compost/landfill/recycle/wash collection bins [\(download and print signage from our sustainability page\)](#)

COMPOST should be collected in compostable bags, or a black compost now bin

Look for contamination (items like plastic that cannot be composted) and remove

LANDFILL trash should be collected in landfill trash cans

RECYCLING bins located around school

DIRTY CUTLERY OR TABLEWARE - use a large tupperware to collect dirty utensils and cups/mugs, etc to be washed at school or at home

3) Encourage guests to send food in reusable containers instead of takeout or convenience packaging.

5) Find partners (volunteers) to help with prep, guiding sorting and clean up

6) Make sure all food waste and compostable items are in the compost bin.

7) Collect reusables in your tub for washing (either take home, or if it is a large school event, talk to us about having the cafeteria wash the cutlery)

MORE TIPS:

Encourage parents not to send in plastic or styrofoam to the class for events (example, no plastic water bottles, no plastic cups or cutlery or plates)

If your class is having a party, event, or potluck, encourage parents to bring in reusable containers and bowls instead of plastic and styrofoam

Use your classroom bowls or plates instead of prepackaged snacks. They can be filled with fruit or snacks from a larger bag.

Encourage your class to recycle what they can in the classroom (paper, plastic, aluminum)
And put all compostables and food waste in a compostable trash bag that can be taken to the cafeteria Compost bin.