



How to organise a Litter Pick in 10 Easy Steps – a teacher's guide

1. Visit our website and download this checklist (Well done! This box is ticked!)
2. Find out the owner of the land you want to visit - for a local park this could be the County Council, District Council, Town Council or Parish Council. Ask around, as someone at your school probably knows.
3. Ask the owner – see our Template Letter to Landowner. For a District Council or the County Council this will be by emailing the person on our list.
4. Contact the local District Council about collecting the rubbish– see What to do with the Litter list for contacts. You will need to be clear that you are a school collecting litter and you will need to have a conversation about where to leave the rubbish you collect and when it will be collected
5. Consult our Hints and Tips for a Safe Litter Pick sheet and complete a Risk Assessment for your Litter Pick. The Land Owner may ask to see this. See our example for a template. Check your own school's guidelines on pupil-adult ratios and make sure you have some extra adult help. You should always follow your own school's policy about taking a class out of the classroom.
6. Find a copy of your school's Public Liability Insurance and take it to your Litter Pick. You may need to show this to the Land Owner before you carry out the Litter Pick.
7. Use some of our lesson plans (available at zone.recycledevon.org/litterpack) before you go on a Litter Pick to educate your class about why they are doing it.
8. Make sure your class are kitted out – ask our Waste Education Team to borrow our kit (email lucy.mottram@devon.gov.uk), which includes high vis jackets, gloves and child sized litter pickers for each child.
9. Watch the weather forecast and hope for a sunny, dry day!
10. Enjoy getting your class out into the outdoor classroom – they will learn a lot and should come back buzzing from the experience! Make sure you or the children write about it for your school website or class report to advertise what you did. You could also share any photos to our Facebook page (@recycledevon) or tweet about it (#recycledevon), so long as you meet your own school's policies about sharing photos.