

## Document 2: How to dispose of waste from litter picking activities and reporting hazardous waste items or large items that you cannot collect

### Contents:

- **Waste found in the school grounds area.**
- **Waste found outside the school grounds.**
- **Report It:** Hazardous waste items or items that are too large to collect on your litter pick.

### Waste found in the school grounds area:

- **Leader / caretaker to assess the litter pick area in advance** of the activity to **remove any hazardous items that may be visible such as dog waste or syringes in a safe way** and in line with normal school procedure for these particular waste types.
- **Normal bagged waste** collected in the school grounds during a litter pick should be disposed of through your **school's rubbish bins**.
- If you have managed to collect some items separately such as **cans or plastic bottles**, these could be **recycled** if you have a school collection that will take these items.
- **Larger waste items** found in your school grounds should be **disposed of in line with your normal school procedure for these items**.

### Waste found outside the school grounds:

- **Litter pick leader/s to walk the intended route prior to the litter pick and complete an Event Specific Risk Assessment to ensure the route is suitable for their particular group to carry out the activity.** Please refer to Document 3- '*Waste types to avoid on a litter pick*' to support your planning and aid discussions in school.
- During your risk assessment **please note down the location of any visible hazardous waste items** that you have seen such as drugs related litter or fly-tipped waste and report these items as well as the location to Neighbourhood Services for safe collection. **Avoid these areas with your group.**
- **If you are unsure where to litter pick / cannot find a suitable location,** please contact Neighbourhood Services on 0345 600 6400 to discuss possible locations, landownership/permissions to litter pick.
- If you have planned in advance just to do a **small litter pick** you might decide that any 'normal' litter collected during the litter picking activity can be disposed of through your **rubbish collection in school**.
- **If you are planning to do a litter pick on a larger scale please make arrangements via Neighbourhood Services on 0345 600 6400 in advance** for a collection of any normal bagged litter found during the activity. Perhaps you

could have one or two **pre-arranged drop off points**, next to litter bins, on your litter pick route. This will also help to avoid your litter collection bags getting too heavy or splitting.

- When arranging for the litter to be collected, **please leave clear details** of which school are doing the litter pick, **where the bags of litter will be left** and a contact number of someone who was on the litter pick and who would be able to explain where the litter can be found.

**Report It: Do not attempt to collect hazardous waste items or items that are too large to collect with your litter picking equipment- Please report these things.**

**Be extremely careful. Some waste types can be hazardous. Do NOT allow children near hazardous waste. Do not open bags or drums.**

- **Please report any hazardous waste items** that you may have found on your litter pick, including any chemicals, syringes or any items that you are unsure about.
- **Please report any items that are too big / heavy to collect with litter pickers or any fly-tipping locations.** Taking photos of the location and waste types from a distance would be very useful.
- **When reporting these items please provide as many details as possible** for the types and quantities of materials, the location where they can be found and a named contact at the school to discuss the location/s if necessary.

**Report to Neighbourhood Services on  
0345 600 6400**

**Fly-tipped waste and dog waste hot spots can also be reported  
online at [www.northumberland.gov.uk](http://www.northumberland.gov.uk)**