

Appendix H: Sample Letter to Parent or Guardian/Permission Slip

To: Parents

From: [SCHOOL PRINCIPAL], Principal

Date: _____

Re: New School Waste Reduction Program

[SCHOOL NAME/DISTRICT] is starting a new waste reduction program. Our program will help to protect the environment, conserve natural resources, save money, and reduce waste. Not only will this program benefit the environment, it will also show students how an action as simple as recycling a sheet of paper instead of throwing it away *can* make a difference in the environment at home, at school, and in the community. With each sheet of paper we keep out of the landfill, we are helping to achieve local, regional, national, and global environmental results.

We hope to make this a hands-on learning experience for our students and are planning a school-wide assembly to kick off the program. Over the course of the year, students will participate in waste reduction activities in conjunction with classroom work and/or extracurricular activities. Students will study the theme in class and then have the opportunity to participate in waste reduction activities.

Specific materials to be collected for recycling include [LIST RECYCLABLE MATERIALS, SUCH AS: HIGH GRADE PAPER, MIXED PAPER, PLASTIC AND GLASS BOTTLES, AND ALUMINUM AND STEEL CANS.] We will also collect materials that can be reused by other students or teachers or donated to the community. Students will collect the recyclables and reusables, which will be stored on site at the school. Parent volunteers will then take the recyclables to the municipal recycling center and the reusables to local charities. [PLEASE FILL IN SPECIFICS ABOUT YOUR PROGRAM]

We are asking parents to read and sign the permission slip below, giving your child permission to participate in activities such as sorting trash to identify the school's waste generation and collecting recyclables and moving them to the storage area. Students will be provided with the appropriate safety equipment.

Additionally, we are also asking for parent volunteers to help us transport the collected recyclable and reusable materials. If you are interested in volunteering on a weekly or monthly basis, please contact _____ [NAME OF TEAM LEADER] at _____ [PHONE NUMBER].

We hope you share our commitment to protecting the environment, and that you will help your child make a difference at home as well. If you have any questions, ideas, or comments, please feel free to contact me.

Permission Slip

My child _____ (print name) has permission to participate in the school's waste reduction program activities. I understand classroom and extracurricular activities may include sorting trash to identify the school's waste generation and collecting recyclables and moving them to the storage area. Students will be provided with the appropriate safety equipment.

Signature

Print Name

Relationship

Date