

## Cleanup Guide for Post-Secondary Groups

The following guide is meant to help groups at post-secondary institutions including Western, its affiliates Brescia, Huron and Kings, and Fanshawe College to plan litter cleanup activities. This document is not meant to replace institution-specific guidelines that might exist. Antler River Rally is pleased to partner with campus-based groups to support cleanups, within our limited capacity. However, groups should also be empowered to plan and carry out cleanup activities on their own.

### Planning Considerations (before your cleanup)

- 1. Why:** What is the purpose of your event? If the goal is to recover a lot of garbage, there are better and worse times of year and locations to achieve this. If the goal is to bring together the community and just have fun, consider how your promotions and plans for the event will encourage socialization. Cleanups also provide opportunities for education and experiences for participants.
- 2. Where:** if your cleanup is happening on campus, consider where you are likely going to find litter. Plan a scoping visit to the site in advance. You may need to clear permission with the institution's Physical Plant or Facilities Management office beforehand. Prioritize participants' safety and avoid watercourses during periods of flooding. Cleaning areas near Western (off-campus) may come with additional consideration of insurance coverage, transportation, safety. If you are cleaning in an off-campus area located on private property, you will need to obtain permission first.
- 3. When:** In general, cleanups can happen at any time of the year. In areas where there is garbage inside dense vegetation, planning a cleanup in spring or late fall when the leaves are thinner can make the site more accessible and easier to clean. Late fall and winter cleanups may be more difficult with snow and fallen leaves obscuring the litter. Cleanups may be practical to schedule after events that produce litter. September and May are popular months for cleanups that align with popular move-out dates and orientation for newcomers.
- 4. Who:** Cleanups can be led by groups big and small, working individually or in partnerships. Consider sharing your plans for hosting a cleanup with other groups to invite them to participate. Generally, cleanups held on campus are limited to the campus community; cleanups held off-campus may be open to the general public. It is important to note that with careful planning, cleanups can be made accessible for all community members, including people with disabilities, by considering their needs ahead of time.

### **Key questions:**

- Where will garbage be collected at the end of your cleanup, and how will it be disposed of?
- Where will you source supplies for the cleanup? (gloves, bags, grabbers, sharps containers, etc.)
- What is your plan in case of an emergency?
- Consider checking with institutional contacts in advance (see below).

### **Cleanup Implementation (day of your cleanup)**

1. Consider checking in with participants in advance to remind them about the cleanup, and let them know about the weather conditions so they can dress appropriately. For cleanups during warmer weather, remind participants to wear sunscreen and bug spray. Wear clothes and closed-toe shoes suitable for working in natural areas.
2. Someone will need to give safety instructions at the beginning of the event. Consider borrowing the [template script](#) from Antler River Rally, or create your own.
3. Plan for where the garbage will be dropped off at the end of the cleanup. An existing waste transfer station on campus may be appropriate, but do check with institutional contacts to confirm.
4. Consider taking photos at the end and sharing online! Celebrate your good work and inspire others to get involved in cleanups in the future.

### **Key Contacts**

For cleanups on Western University main campus, contact:

[Western Sustainability](#) at [sustainability@uwo.ca](mailto:sustainability@uwo.ca)

For cleanups at Western's affiliate colleges, contact the appropriate staff:

[King's University College Physical Plant](#)

[Brescia University College Facilities Management](#)

[Huron University College](#)

For cleanups at Fanshawe College, contact:

[Fanshawe Sustainability](#)