

What materials can I recycle?

Material	Where	Whose responsibility
Batteries	Benzie reception desk	Individuals
Clay	Recycled in the workshop	Users of the purchased material
Cardboard	Designated skip in the service quad	Facilities staff
Electrical items unwanted	Via the University system	Environment Team
Fabrics	Recycled via swop bins in the studios and outside the fabric store Unwanted items to Grumpy (Greater Manchester Play resources unit)	All users Technical staff
Glass	Workshop glass is recycled into the furnace apart from a small quantity of float glass (float glass recycling being sourced)	Technical staff
Ink cartridges	Via print cartridge collection boxes	IS staff
Metal	Recycled from Metal store if required by University system	Technical staff
Paper	Paper bins	Facilities staff
Wood	Recycled by swop bins in the workshop, if disposal is required via University system	Technical staff
Wool	Recycled via swop bins or Donation to Grumpy	All users Technical staff