

## SPRING CLEAN 2024 INFO & GUIDANCE

### Before Spring Clean

- Keep it Safe! leaflet – download and distribute to your volunteers as they enlist.
- Sign In form - download for completion at the briefing to confirm attendance.
- Local sponsors - approach local shops, pubs, cafes for refreshments.

### Equipment distribution and collection

- When we open for orders, complete an order form asap and nominate a depot (we will have two depots - Headington and Summertown).
- The depot manager will make contact with you to arrange a date and time for you to collect your equipment.
- When working out how many sacks you need, please consider the importance of recycling – we know it can slow down the litter pick but it reduces residual waste.
- Oxford Direct Services StreetScene will collect from your nominated location(s). A 'residual waste' truck and a 'recycling' truck will tour the pick-up points. In case of **any** problems call the StreetScene Supervisor.

### On the day

- Assemble equipment e.g. mobile phone, first aid equipment, Sign In sheet, camera.
- Brief volunteers – about health & safety issues, what not to pick (see below) and how to contact you to report dangerous items or for any other reason. Ask volunteers to 'sign In'.
- Use the recyclables sack like your Blue Bin - items must be dry and unpolluted.
- Broken glass – report to StreetScene Supervisor.
- Needles, syringes, hazardous waste – report to StreetScene Supervisor.
- Asbestos, plasterboard, builder's rubble – don't touch, tell StreetScene Supervisor.
- Dog poo. Don't pick up dog poo bags, and definitely not dog poo!
- Fly-tipped items e.g. furniture, fridges – tell the Supervisor or use the Council's Report it feature. The City hopes to prosecute fly-tippers and recover clear-up costs.
- Changes to pick up points – agree with the StreetScene Supervisor.
- Our equipment is valuable, please look after it. Return litter pickers and high-vis vests to your depot as arranged with your depot manager. Don't leave them with filled sacks.
- Please send us your 'Spring Clean in action' photos! We'll add the best ones to our website. Send to [photos@oxclean.org.uk](mailto:photos@oxclean.org.uk)

### Afterwards

- Report uncollected sacks to the StreetScene Supervisor
- Feedback – please complete form on [oxclean.org.uk](http://oxclean.org.uk)