

Hosting your own



What is a Big Aussie School Swap Party?

A School Swap Party is where participants from your school community bring good quality items they no longer want and **exchange them for other items**. It's fun, free and green.

Swap parties can also be a great way to raise money for the school or become a starting point to create an interactive environmental learning exercise for your students.

Environmental Benefits

Recycling takes items you have finished with and puts them back into circulation. By passing clothes, accessories, books, CD/DVDs or sports equipment on to

others, you are diverting materials from landfill thus conserving resources and reducing greenhouse gas emissions. Reusing a product, rather than buying a new one, reduces the demands for water, energy and raw materials. This reduces the impact on the environment.

Getting started

1. Choose a time, date and venue

Day or evening? Weekday or weekend? School library or school hall? Any of these options can work as long as you've thought about the items you want exchanged and the target audience.

Swap Parties generally work best when participants are given specific times for the different elements of the event. This

includes: An 'arrival and registration' time when participants hand over their items in exchange for tokens. During this time they can browse (but not take) the items brought by others; an 'opening' time, when the swapping begins and participants can take items and an end time when the event is wrapped up. Swap parties can be held in the day or evening. A sample day time schedule would be:

A day-time event

11:30 – 11:45 – Arrival, Registration, Browsing
11:45 – 12:15 – Swapping
12:15 – Event Closes

Or you could add it to the school fete or other event.

Register your event on the RecyclingWeek website at schoolsrecycle.planetark.org/coords/school-site.cfm By registering you help us assess the benefits of the program and encourage even more schools to get involved. No details about your school except its name will be made publically available.

2. Get your students involved

Perhaps you have a school green team that could run this event. All students can discuss with their families what they should swap and if they want to swap items at all. It is a good starting point for a discussion on what we can do with items we no longer need and what happens to them if they go in the bin.

3. Decide on the types of items you will swap

Depending on who you're targeting, different types of Swap Parties may be more

suitable for your participants. For a school community some suitable ideas include:

- Kids toys & books
- Kids Sports gear
- Kids Clothes
- Books & CDS all ages

Or just mix it up and swap it all!

Consider also holding a recycling collection at the event. You can ask people to bring items like printer cartridges, eye glasses or mobile phones to collect for recycling. See if you can join forces with local collection services (find them on RecyclingNearYou.com.au) and contact MobileMuster for mobile collections. Check the status of your 'Cartridges 4 Planet Ark' collection box or sign up for one on 1800 24 24 73.

Whatever type of Swap Party you have, it's a good idea to give examples of what kind of items people can bring and specify that the items need to be of good quality

4. Decide whether this should be a fundraiser

You can ask for a gold coin donation at the door to raise money for the school or a local charity.

5. Promote it!

Promote it in the school newsletter, through assembly and/or download an adaptable poster and e-mailable invitation from schoolsrecycle.planetark.org/coords/swap.cfm

Begin promoting the event a few weeks out and make sure you explain how the Swap Party works and the kinds of items participants should bring to swap.

How to Host a Swap Party

Preparations

- Decide on the types of items you'll swap (see previous page - Swap Party Options).
- Pick a date during or around National Recycling Week (13 - 19 November 2017).
- Find a venue (make sure it's suitable for the number of people, has enough parking and public transport options and, if necessary, changing facilities).
- Send invitations to your friends, work colleagues and neighbours that explain how the Swap Party works, and what they need to bring to swap (see Swap Party Invitation ideas at RecyclingWeek.planetark.org/involvement/swap.cfm). You could also ask people to bring snacks and/or drinks.
- Arrange the display area and be creative - items like tables, chairs, racks or ladders can be used. You may need to bring coat-hangers or pegs for clothes.
- Arrange for mirrors and try-on areas if necessary.
- Prepare some music, food and drinks to get the mood going.
- Set up boxes to collect the bottles, cans, plastic bags, etc used at the party. Download signage to label the boxes at RecyclingWeek.PlanetArk.org. This will help people sort the recyclables.
- Optional: You might consider charging an entry fee or ask for a donation to help cover any costs or as a fundraiser for charity. See the case study at RecyclingWeek.PlanetArk.org/involvement/swap.cfm where a women's clothing swap party in Perth raised money for the Leukemia Foundation.

At the Swap Party

- When your guests arrive, register their items and give them one Swap Token for each item they bring (download Swap Tokens at RecyclingWeek.planetark.org/bas/event_signage.cfm).
- Have copies of the Swap Party Rules printed out (download at RecyclingWeek.planetark.org/bas/event_signage.cfm), and explain the rules to each guest as they arrive.
- Decide on a time to open the Swap. An hour after all the guests have arrived usually gives people enough time to look at the items. Allow more time for a large party.
- Announce the Swap is open at the set time. After this point, guests may claim one item for each Swap Tokens they have.
- If two people want the same item, place one each of their Swap Tokens in a hat, and draw the lucky swapper or conduct a scissors-paper-rock game.
- Optional: At larger Swap Parties, you may like to ask people to hand in their tokens to the host or representative in order to claim their chosen items.



After the Party

- Congratulate yourself on holding a Swap Party and recycling all those unused items!
- Sort and place recyclables in the appropriate recycling bins.
- Take remaining recyclables to their specific drop-off locations (eg plastic bags to the supermarket). To find local locations, as well as your council services, search RecyclingNearYou.com.au.
- Donate any remaining swap items to your local second hand store.
- Send Planet Ark a short e-mail (admin@planetark.org) and a photo or two from your event. We'd love to hear about your Swap Party!



Recycle Right

... to reduce your impact on the environment

Swapping 1 suitcase (20kg) of clothes saves enough energy to run a TV non-stop for 1.7 years.

Swapping 1 box of books (25 kg) saves enough water to fill 150 spa baths.

Swapping books or clothing diverts these organic materials from landfill. In landfill they produce methane, a greenhouse gas with the global warming capacity 20 times stronger than CO₂.

Curious about re-use and recycling? Explore

RecyclingWeek.PlanetArk.org to:

- Search for recycling information for household products
- Look for other ways to reuse items
- Find out about recycling events and community initiatives.