

# St Martin's School

## IT Amnesty Recycling Event

**St Martin's School** has partnered with A&LH Environmental Services to recycle any old IT and electrical equipment to raise much needed funds for St Martin's School. We're asking you to donate your unwanted IT equipment and bring it to school on **12th & 13th July** at the school house (Hillside entrance)

These are the items we can accept for recycling – even if they don't work!

- Gaming Consoles
- Laptops
- Tablet devices
- Desktop PCs
- Sky / TV Boxes
- Mobile Phones
- Cables/Chargers
- Routers
- Hard Drives (HDD) & SD Cards
- Back up Devices
- Combi PCs
- Point of Sale Equipment
- Telephone Equipment
- Sat Nav / GPS units
- Servers
- Switches / Routers

***We will accept batteries, which will be recycled with Caerphilly Council.***

***Sadly we CANNOT accept televisions and kitchen white goods due to the hazardous material within***

We will be manning the station located at the school house on 12th & 13th July and will be available between **9am - 1.30pm and 2.30pm - 3.30pm.**

Every item that you donate will be recycled, with 50% of the profits made from the recycling process coming straight back to the school. So the more you recycle, the more the school and our children will benefit!

### **So how do I donate my items?**

All you need to do is start putting aside your items and ensure you complete the "Supporter Form" and attach this to your items when you drop them off. If you are dropping off bulkier items, please tape a form to each item. Smaller items, please place all in one bag, with the form taped to the outside. You only need to complete a form if you are donating "Data Bearing Items" – a list of which can be found on the supporter form.

***Please note: If you do not provide a supporter form, A&LH Environmental Services will be unable to provide you with a destruction certificate or trace your item once it is placed in our care. St Martin's School will act as the DATA PROCESSOR prior to your items being transferred to A & LH Environmental Services for destruction and recycling.***

Should you have any queries about this, please get in touch with us by emailing [reception@stmartins.caerphilly.sch.uk](mailto:reception@stmartins.caerphilly.sch.uk)

Thank you for all your ongoing support.