



Dear Summer Volunteer-

Here are some guidelines to help your week go smoothly:

- Watering is the most important job! Watch the weather report. In general, *new* seeds/seedlings will need rain or watering every day. Established plants need a good rain or thorough watering at least 4 times a week. Our garden gets full sun and dries out very quickly! You can use the watering cans or hose.
- The cistern will run by gravity if full. If the water runs slowly, turn the cistern pump on (the switch is located on the right side of the cistern near the portable classroom). ***Be sure to turn the pump off before you leave the garden to prevent burning the motor out.*** Also, ensure ALL faucets are in the “off” position before leaving. Please DON’T waste water or drink it. If the cistern runs out, it will have to be filled with the hose. Please contact me and I will be happy to do this. Keep in mind there is a green rain barrel next to the shed that can be used as well.
- Be sure to harvest anything that looks ready. Herbs especially need harvesting to proliferate. There are clippers and scissors in the tool bucket in the shed for harvesting. Harvest can be taken home and enjoyed. Don’t be shy about picking, food that isn’t harvested goes to waste!
- The lock box for the key to the shed is behind the right side of the shed. Open it using the code 8850 (the school’s street address & can be found on both garden gates as a reminder.)
- The Northwoods School Garden is an organic garden. Please do not use any pesticides, herbicides or fertilizers in the garden even if they are stated as “all natural.”
- **Before you leave, please do the following:**
  - *Check that cistern pump is off (switch down)*
  - *Check that all faucets are in the off position*
  - *Return watering cans to their places*
  - *Return supplies to the shed & lock all shed doors*
  - *Return key and scramble the lock*
  - *Close all compost covers*
  - *Close and latch the gate*
  - *Close & tie umbrellas if you opened them*

Thank you for adopting the garden!

We hope that you enjoy your week and that it rains plenty for you!

Questions? Email us at [koalatygarden@gmail.com](mailto:koalatygarden@gmail.com) or for a quicker response, call or text

Cathy Brooks at 919-413-0888.