

# Welcome to the Teaching Garden!

**About the Garden:** Santa Clara Adult Education Classes are held on Saturdays from 9 to 12. These classes include lectures, hands on demonstrations, field trips and class projects appropriate to the seasons. Many diverse groups use the garden. There is an Enabling Garden for developmentally challenged adults who are part of the Independence Network program. On Friday mornings, during the school year, district school children (2<sup>nd</sup> graders) visit the garden under the care of the Generation Connection Program. The garden classroom is the property of Santa Clara Unified School District and Santa Clara Adult Education. It is not public property.

**Fees:** Space in the garden is at a premium. Fees change over time. Maintain your class registration in good standing by following our rules and recommendations that follow.

There are 10 weeks per term; participation in **5 classes per term is required in order for you to be able to register for the next term.** Participation in one term does not automatically guarantee participation in the next term. In order to register for subsequent terms, please stay in good standing with the garden, complete the required number of classes and follow all plot and garden rules. If you are not sure about your status, please see the instructor. Registration closes the Thursday before the first class.

**Garden Plots:** Each registered student is given a garden space for hands-on-learning. The instructor will assign this space (plot) to you. This is your plot and it is your responsibility to keep it neat, tidy and weed-free. Also, keep pathways near you plot weed-free, mulched and free of hazards. Anything you decide to bring into the garden must stay in your plot when not in use. You may not leave any items outside your plot when you leave. Be considerate of other students and their plots. Do not shade your neighbor's plot with structures or tall plants. Plant only vegetables, herbs and flowers please! If you are in doubt about what is appropriate to plant or put in your plot, please ask the instructor **before** planting. The use of a plot may be revoked for non- maintenance, not attending classes, or misuse of the plot. If you would like to change your plot location, or plan to give up your plot, please inform the instructor by the end of the current quarter. Priority for plot reassignments will be given to those with seniority, good class attendance, and well-maintained plots and paths.

**Garden Class:** Contribute as much as you can to preserve the overall beauty and function of the garden. Emptying trash cans, spreading mulch, weeding pathways and communal areas, and tidying the garden class are **all shared responsibilities.** Get to know the other gardeners near your plot and weed the pathways together. We focus on the shared areas of the garden, rather than individual plots. Each term ends with a work party and potluck lunch. Please plan on attending the Garden Work Party on the last day of class. Ideas for improvements and special projects are welcome. Bring them to the attention of the instructor.

**Online Community:** Join Groupbox to access information about the garden, find recipes and other useful information. When you receive your Groupbox email invitation, please follow the instructions in the email to join. However, if you prefer to receive news by Facebook, contact Jan @ [gardenladymg@yahoo.com](mailto:gardenladymg@yahoo.com). Postings sent to the group should be relevant to the class. Personal emails should be between individuals and not the whole group.

**Greenhouse:** There are both shared and individual projects in the greenhouse. **Label your plants clearly with your name to avoid confusion.** Follow posted greenhouse guidelines. Water gently when you see things are dry, unless they are labeled "Do not Water".

**Tool Shed:** There are tools available in the shed for student use. Please keep the shed orderly. Clean tools before putting them away. There is a white bucket of oily sand in front of the shed. Remove mud or major dirt first, then swipe the tool into the oily sand to prevent rust. Hang the tool up where it belongs in the shed. Lock the shed door before leaving the garden. Students are welcome to bring their own tools, however, there is no storage for personal items. What you bring in will have to be brought back out when you leave. The school is not responsible for any lost or missing personal property.

**Organic vs. chemical pest and weed controls:** While the garden is not 100% strictly organic, the goal is to be as close to organic as possible. Do not use herbicides. Use only organic fertilizers. "Feed the soil, not the plants" by

adding fish emulsion, manure, green manure cover crops, compost and worm castings. Use a variety of Earth-friendly pest control techniques like hand picking snails, Sluggo, oil traps for earwigs. Certain infestations might require stronger intervention on occasion. Ask the instructor before spraying anything other than earth-friendly products. Please do not use poison for rats or other critters in the garden. We do not want to poison our local hawks and owls or neighborhood cats.

**Special note:** Santa Clara Adult Ed reserves the right to remove any plant or material from plots that is harmful or inappropriate to the garden classroom. This includes plants infested with insects, invasive seed-bearing weeds and plants, and other types of plants or objects that pose a threat to the garden classroom. Bermuda grass and seedy weeds need to be disposed of in the dumpster outside of the garden (do not put them into compost bins). No alcohol, drugs, or cigarettes allowed in the garden. If you are a smoker or handle cigarettes, or cigarette butts, please wash your hands before entering the garden to prevent bringing Tobacco Mosaic Virus into the garden.

**Compost:** Place your disease free garden trimmings and non-seed bearing weeds into the compost bins. (No Bermuda grass!) The Compost Maestro leaves notes as to which bins to fill. Finished compost is available to garden members to use in their plots. Take only what you need.

**Garbage Cans:** Garbage cans are used for several jobs: hauling in compost to the garden, taking disease-free and seed-free garden waste to the compost bins, and alternately carrying seedy or invasive weeds to the dumpster. Please do not fill cans more than  $\frac{3}{4}$  full due to excessive weight. Empty the cans into the dumpster or compost bins regularly. Do your share to keep cans available for everyone by taking your trash and compost to the appropriate location as soon as possible.

**Picking:** Do not pick anything from other people's plots without permission. Get teacher's permission to pick fruit from the established garden trees.

**Hoses:** Keep the hoses neatly coiled and out of the way.

**Gates and locks:** There are 3 locked gates to the garden classroom. There is an East Gate and a West Gate, and Dumpster gate. East and West Gates use a common combination. The Dumpster Gate uses a word combination. Combinations are only given to registered students, please do not share with anyone. Keyed locks are on the tool shed and greenhouse. It is preferred that you relock the gate once you are inside the garden. This is for your own safety and for that of the garden. When leaving the garden be sure that **ALL** gates and sheds are again locked. If other students are in the garden when you leave, ask them to lock whatever gate/shed they plan on using until they leave. As students leave, recheck quickly that everything is locked. Do not assume that others will lock up. We need to be vigilant about the safety of the garden and its contents. All other garden programs (Generation Connection and Independence Network) have their own access. You should not unlock the gate for anyone else. Please refer anyone who wants access to the main office.

**Pets:** No pets in the garden classroom.

**People:** Only registered students are allowed in the garden. If you see any suspicious activity in the garden please call the front office at 423-3500.

**Vandalism:** The garden has been vandalized in the past. Please put your name/identification on any personal items that you bring into the garden. All class tools must be locked in sheds before you leave. Notify the garden instructor if you notice anything out of order or missing in the garden, or call our main office 423-3500.

**Contact information:**

Instructor: Jan Carey [gardenladymg@att.net](mailto:gardenladymg@att.net) Phone (408)723-7977 \*No calls after 7 pm!  
Address: Santa Clara Adult Ed 1840 Benton St., Santa Clara, CA 95050 Phone: (408) 423-3500  
Web site: [www.SantaClaraAdultEd.org](http://www.SantaClaraAdultEd.org)

**I have read both sides of the rules of the Teaching Garden and agree to follow the rules and regulations as written.**

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_(Signature) Plot # \_\_\_\_\_