





It is important to locate your garden away from any current or previous sources of contamination. If the water or soil used to grow your plants is contaminated, it can also contaminate the food your plants produce and make you sick. Contamination could be the result of a previous way the land was used, such as for a home or business, or it could be due to its proximity to a hazardous site, such as a septic leach field. It is also important to think about how you will protect the garden from new sources of contamination.

How was the land for your garden used in the past?

What, if any, are the existing sources of potential contamination (e.g., septic tanks/leach fields; dumpsters; animals; compost area; low-lying, poorly drained areas; areas subject to chemical applications; areas subject to contamination by rainwater runoff from gutters; etc.)?

How will you prevent unauthorized entry into the garden, by people, pests, or animals?



# Garden Site Plan

A large grid area for drawing a garden site plan.



# Garden Soil

Indicate what soil you will use to grow your plants. If you will use existing soil, contact the School Garden Program to collect samples for analysis of lead, pH and nutrient content. The results will help you to decide if it is safe to use the existing soil for your garden, and if it is, what soil amendments you should use to optimize plant growth.



We have sunken beds; we use existing soil in our garden

Date of Soil Sample:

Results of Soil Analysis

Lead (ppm):



We have raised beds; we purchased soil for our garden

Manufacturer and Name of Product Purchased:



We use commercial soil amendments in our garden

Manufacturer(s) and Name(s) of Product(s) Purchased:



We prepare our own soil amendments (compost)

Compost that is prepared onsite rather than purchased may be used on soil for edible produce if established best practices are followed. The School Garden Program recommends creating a standard operating procedure for composting.





# Garden Water Source

Identify where the water for your plants will come from. The water should meet certain quality standards. If you will harvest rainwater in addition to using water from a municipality or well, please indicate that by checking the boxes that apply.



## We use municipal/city water in our garden

Municipal water is conveyed from a water utility. Municipal water is tested and treated, by the municipality/city.

Name of municipality:



## We use well water in our garden

Well water is groundwater accessed by a well or pump. Public wells are tested by municipalities while private wells are tested by individual owners/operators; please include the information requested below. If you need help accessing this information, contact the ADHS School Garden Coordinator.

Public well

Name of municipality:

Private well

Well name/number:

Date of last water quality test:

Total coliform result:



## We harvest rainwater for our garden

Rainwater can be collected, or harvested, in cisterns for use in the garden via irrigation. For a certified garden to harvest rainwater for edible foods in the garden, the rainwater harvesting must be designed, built and operated according to established best practices. The School Garden Program recommends creating a standard operating procedure for rainwater harvesting.



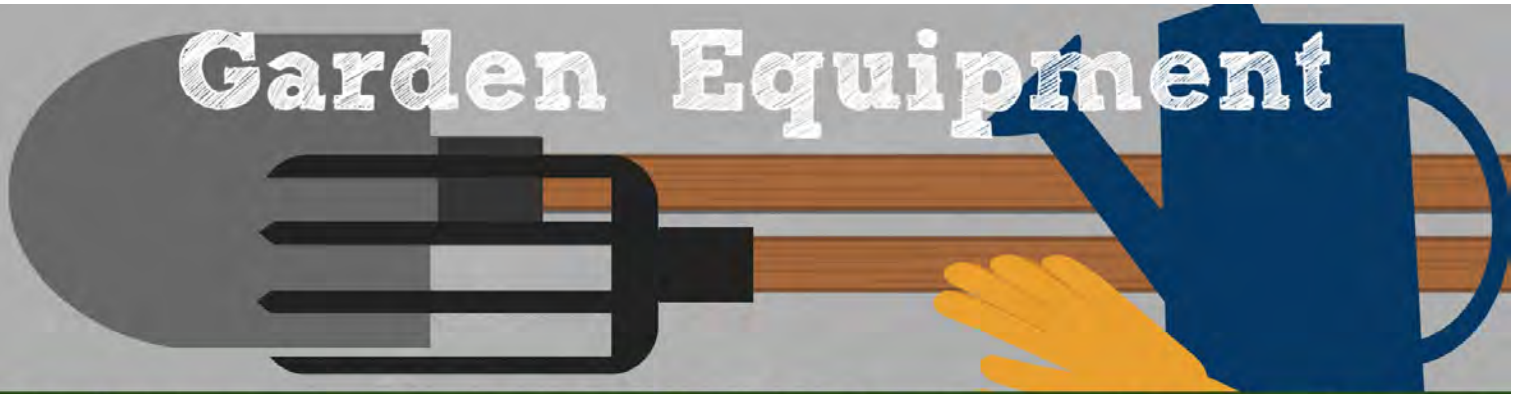
# Pest Management



Describe the (non-chemical) methods and/or mechanisms that you will use to control the pests that may be an issue in your garden, from weeds to insects to animals.



# Garden Equipment



Indicate what equipment will be used in your garden, where it will be stored, and describe how it should be maintained (cleaned). This will vary according to the function of the equipment, such as if it is used for maintenance or harvesting. See the guidance document for more information.



# Health and Hygiene



Describe the policies and procedures for gardener health and hygiene. Be specific about what is required - remember the who, what, when, why and how. See the separate guidance document for help developing your policies/procedures to ensure they are comprehensive.





# Harvesting Procedures



Describe the procedures you follow for harvesting produce from your garden. Be specific about what should be done, step by step. See the separate guidance document for help developing your procedures to ensure they are comprehensive.





# Handling Procedures

Describe the procedures kitchen staff will follow for receiving, storing, and handling produce from your garden. Be specific about what should be done - include the who, what, when, where, how, and why. See the separate guidance document for help developing your procedures to ensure they are comprehensive.

