

BASICS FOR SEEDING

Please Read this, “Mixing Soil & Filling Trays,” and “Seeding & Labeling” Thoroughly Before You Begin. Keep in mind that you are responsible for doing your best, making sure data on all of your seeding is recorded and that you clean up for the next seeder! Thank you for being part of the season! Don’t forget to wear a facemask at all times.

1. Wash Your Hands Before Your Begin
2. Put Your Start Time on the “2021 Seeding/Up-potting Log”
3. Review the Seeding for the Day/Week - if you have trouble reach out to Catherine or Richard, please don’t guess! :)
4. Mix Soil & Fill Trays (See “[MIXING SOIL & FILLING TRAYS](#)” instructions)
5. Seed your trays (See “[SEEDING & LABELING](#)” instructions)
6. Update the “2021 Seeding/Up-potting Log” with all of your activities.
 1. Seed/plant type = what kind of vegetable is it? (tomato, lettuce, cucumber etc.)
 2. Seed/plant variety = specifically, what is this crop called? (“Valencia” tomatoes, “King Richard” leeks)
 3. Tray cell # = how many cells are in the tray you are using to seed?
 - i. 50
 - ii. 72
 - iii. 98
 4. Total number planted = How many seeds did you plant or how many plants did you up-pot? This can be calculated by “cell tray #” x the number of trays you filled.
7. Respect our team and clean the up the entire seeding area before you leave :
 1. Sweep up any/all soil on the floor and put in kitchen trash
 2. Put a lid on the soil-mixing container to keep soil moist
 3. Put black fabric over any trays that are filled but not seeded
 4. Put seeds back in any container/bag/box where you found them
 5. Put any empty trays back where trays are kept
 6. Double check that you filled out the clipboards!
 7. Put your Time Out and any break time on “2021 Seeding/Up-potting Log”
 8. Turn off all lights that are not seeding lights - those are on timers!