



October 1st, 2020

Dear Edsel Ford Parents and Guardians,

We are pleased to announce that the District Learning Lab Committee has approved us to begin offering In-Person Learning Labs for our Edsel Ford students beginning the week of Monday, October 5th.

Student invitations will go out next week from each teacher at Edsel Ford for students who would benefit most from in-person and small group instruction. The total number of students in each teacher's Learning Lab will start at 3 students per 30 minute session. We will offer three sessions everyday in the morning - except on Wednesdays. In order to attend Learning Labs students/parents must provide their own transportation at this point. The district is looking at transportation options for the future. We may increase our number of students to 6 per Learning Lab session in the future. Parents will also be required to **fill out the [Parent Commitment & Student Screening Guidelines](#)**. This form must be turned in the first time a student attends a Learning Lab. As a reminder, **only students who have been invited by a teacher** will be allowed to enter the building for Learning Labs.

All safety guidelines will be adhered to as outlined in the MDE Return to School Road Map. In between the LL periods, there will be a 25 minute transition period to allow for appropriate staff to disinfect the classroom and to escort students to and from the door safely to avoid gathering. We will use Non-Instructional Staff, Administration and Security Guards to supervise students to avoid gathering. All safety precautions will be taken. We want to assure you that after each rotation of students - all touch points in classrooms, bathrooms, doors, etc. will be cleaned using a COVID approved disinfectant or diluted bleach solution.

Here is the daily schedule for Edsel Ford's Learning Labs:

Monday, Tuesday, Thursday and Friday each week:

| | |
|----------------------------|--|
| 8:15 - 8:40 am | Open Office Hours (Virtual) 1st or 4th hour |
| 8:40 am | Doors open to school for student entry |
| 8:40am - 9:10 am | 1st or 4th hour Learning Lab Session - Session #1 students must exit Building by 9:15 am |
| 9:15 am - 9:40 am | Open Office Hours (Virtual) 2nd or 5th hour /Rooms are disinfected |
| 9:40 am - 10:10 am | 2nd or 5th hour Learning Lab Session - Session # 2 students must exit Building by 10:15 am |
| 10:15 am - 10:40 am | Open Office Hours (Virtual) 3rd or 6th hour |
| 10:40 am - 11:10 am | 3rd or 6th hour Learning Lab Session - Session #3 Dismissal, room disinfecting and students must exit the building by 11:15 am |

We are very pleased to be able to see our students for the first time since March and we look forward to resuming in-person instruction!

Thank you- Principal Casebolt