

TAKE ME OUTSIDE *for learning*

Dear Office Staff,

[Date]

I wanted to let you know my class [Grade___, Educator Name] will be enjoying the outdoors as a regular learning space this year. We are excited to be taking part in the **Take Me Outside year long Learning Challenge**.

I want to provide you with some safety and logistics information so that you can always reach us and know where to find our class.

Here is a list of the things I will always have with me when we are learning outdoors:

- My cell phone / school walkie talkie
- First aid kit
- Bright supervision vest and whistle
- Class list with student health info and parent contact information

We will plan to call the office and / or have a student submit this information on paper to the office each time we head outside for extended learning periods.

➔ Time frame we are outside for: _____

➔ Location our lesson will be in: _____

➔ Numbers of students outside: _____

➔ My cell number: _____

Please feel free to chat with me anytime about any questions or concerns you may have. I greatly appreciate the office team's support in taking my students outside for valuable learning time!

{Teacher Signature}

