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Subject: Embedded Time - E-Silver Slip Process
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Hello Eagles!

Embedded Time was created so that students had the opportunity to work on homework, take a break, or to seek out teachers for additional help. The Silver Slip process allows students to request to move from their "home" Embedded Time to another teacher's classroom to seek out help.

Please watch this short video about the process: <https://drive.google.com/file/d/1bIO5im11K-bBuelkv765zOybQRWnmVRn/view?usp=sharing>

Students can 1.) Visit a teacher to get help on an assignment; 2.) Visit a teacher to make-up an assignment, test, or quiz; or 3.) Request to go to a Drop-in Center for tutoring in:

- Math
- Science
- English/Writing
- ELD

Follow these steps to make the E-Silver Slip request:

1. Choose your destination
2. Fill out the form: <https://forms.gle/r4yCVaWnxEAoeR8v8> no later than 9:00 am on an ET day
3. Wait for confirmation that you are approved to go
4. Check-in with your "home" ET teacher for Attendance purposes
5. Head over to your requested destination

This time and process should allow you to be intentional about focusing on your schoolwork or in making sure you get a break from the pressures of the school day. If you have any questions about Embedded Time or the Silver Slip process, ask your teachers or drop by the Student Center.

Thank you to Jason Kong, Harry Lu, Hanson Lu, Grace Tang, and Mrs. Ho for all of their work in setting up this process!

Sincerely,

GHS Administration