Sample Letter for Communicable Disease Outbreak

Dear Parents,

This letter is to inform you that there has been a documented case of ____________________ in the ___________________________ School.

Please be alert to symptoms in your child of:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

☐ There is a vaccine for this disease. If your child has not been vaccinated, you may want to talk with your child’s physician about getting vaccinated. Your child may be excluded from school for a time until the period of communicability is over.

☐ There is no vaccine for this disease.

The best prevention of this communicable disease is:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

If you have questions or concerns, please contact me at _______________________.

________________________________________
School Nurse

6/06