

Phases:

- Prevention
- Preparedness
- Response
- Recovery**

Audiences:

- Administrators
- Teachers and Staff
- Parents/Guardians**

**Communication #22**  
**Letter/E-mail/Web: Schools Re-Open\***

(Date)

Dear (Parent or Legal Guardian),

At this time, there is a reduced risk for pandemic flu and local health officials have declared that schools may re-open. Students will be allowed to return to our school on

\_\_\_\_\_.

Because the flu can still be spread from person-to-person, please keep children who are sick at home. Please do not send them to school.

Local health officials are monitoring the situation, and if needed, will close schools again to protect your children's health. We will continue to keep you informed.

Thank you.

*\* Adapted from Contra Costa County Sample Letter To Parents: Students allowed to return to school #6*