[Date Here]

Dear Parent(s)/Guardian(s),

An individual at the school was recently diagnosed with viral meningitis. Meningitis is an infectious disease leading to inflammation of the protective membranes covering the brain and spinal cord. In the United States, viral meningitis commonly occurs during the summer and early fall.

Symptoms of viral meningitis vary depending on age of the individual. For infants, common symptoms include: fever, irritability, poor eating, sleepiness or trouble waking up from sleep, and lack of energy. In children/adolescents symptoms include fever, headache, stiff neck, sensitivity to bright light, sleepiness or trouble waking up from sleep, nausea, vomiting, poor appetite, and fatigue.

Viral illness is spread through close contact with respiratory secretions from an infected individual. Individuals who show the above symptoms should contact their health care provider for immediate evaluation and treatment. Typically, viral meningitis resolves within 7 to 10 days without specific antiviral treatment.

**Individuals who have been diagnosed with viral meningitis can return if their fever has resolved for at least 24 hours without the use of fever-reducing medications.**

If you have questions regarding this information, please reach out to your school nurse.

Thank you for your attention to this matter.

Sincerely,

[Principal] [School Nurse]