[Date Here]

Dear Parent(s)/Legal Guardian(s),

This letter is to inform you that a student in your child’s classroom was recently diagnosed with respiratory syncytial virus (RSV). RSV causes runny nose, decrease in appetite, coughing, sneezing, fever, and wheezing, which usually appear in stages and not all at once. In very young infants, RSV may cause irritability, decreased activity and difficulty breathing. Almost all children will have had an RSV infection by their second birthday. Respiratory syncytial virus (RSV) is a common respiratory virus that most people recover from in about one or two weeks. However, RSV can be serious, especially for infants and older adults.

An individual usually gets sick within 2-8 days after being infected. The contagious period is variable, from the day before symptoms until 3 to 8 days or longer; may last up to 3 to 4 weeks. RSV spreads through coughs or sneezes when virus droplets from an infected person land in your eyes, nose, or mouth, touching a surface that has the virus on it, like a doorknob, then touching your face before washing your hands, and having direct contact with the virus, like kissing the face of a child with RSV.

If your child or anyone in your household currently has symptoms that look like RSV:

* Contact your regular health care provider to discuss your child's symptoms.
* Contact the school nurse to report your child's RSV.

If you have questions regarding this information, please contact the school nurse at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or the Chicago Department of Public Health (CDPH) at (312) 746-6015.

Thank you for your attention to this matter.

Sincerely,

[Principal] [School Nurse]