[Date Here]

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

This letter is to inform you that an individual in your child’s class was recently diagnosed with conjunctivitis. Conjunctivitis, often called "pink eye,” causes swelling of the lining inside the eyelid and the white part of the eye. Viruses, bacteria, and allergens are common causes of conjunctivitis. Symptoms of conjunctivitis may include:

* Pink or red color in the white of the eye
* Swelling of the eyelids
* Crusting of eyelids or lashes
* Watery, teary eyes
* Eye discharge that may be clear, yellow, white, or green
* Itching and irritation
* Feeling like something is in the eye

Allergy symptoms such as itchy nose, sneezing, and scratchy throat may occur at the same time.

Conjunctivitis spreads by:

* Close personal contact, such as touching or shaking hands
* Contact with droplets from the air after an infected person coughs or sneezes
* Touching objects and surfaces with germs on them, then touching your eyes before washing your hands

Viral conjunctivitis spreads easily and rapidly between people. It usually clears up in 7-14 days without treatment. Discharge with viral conjunctivitis is usually watery, not thick. Viral conjunctivitis does not need to be treated with antibiotics. Antibiotics will not be effective at treating viral conjunctivitis. Discharge with bacterial conjunctivitis is usually thick pus that can cause the eyelids to stick together. Bacterial conjunctivitis can be treated with antibacterial eye drops.

If your child develops symptoms of conjunctivitis and has yellow-green discharge from their eye(s), please have your child seen by a healthcare provider. If you have questions, please reach out to your school nurse.

Thank you for your attention to this matter.

Sincerely,

[Principal] [School Nurse]