

Sample #1

Parent Notification Letter for Schools & Child Care Centers

Dear Parent or Guardian:

We recently found a bed bug in your child's classroom. Bed bugs are a nuisance, but their bites are not known to spread disease. Bed bugs are usually active at night and feed on human blood. The bite does not hurt at first, but it may become swollen and itchy, much like a mosquito bite. Watch for clusters of bites, usually in a line, on exposed areas of the body. If you have concerns for you or your child, please contact your doctor.

The source of bed bugs often cannot be determined, as bed bugs may be found in many places including hotels, planes, and movie theaters. Even though it is unlikely for bed bugs to be spread in *(fill in your school division here)*, the school will conduct an inspection and, if needed, will treat the area where the bed bug was found.

(fill in your school division here) will continue to work to identify bed bugs, provide thorough inspections of the school / child care center, and have licensed pest control specialists treat the rooms if a problem is found.

Please contact your physician or school nurse for proper care and treatment of bed bug bites. If you have any questions regarding bed bugs in your school, please contact the principal / school nurse / program director.

Sincerely,

Principal

Sample #2

Parent Notification Letter for Schools & Child Care Centers

Dear Parent or Guardian:

We recently found a bed bug in your child's classroom. While bed bugs are a nuisance, their bites are not known to spread disease. Bed bugs are usually active at night and feed on human blood. The bite does not hurt at first, but it may become swollen and itch, much like a mosquito bite. Watch for clusters of bites, usually in a line, on exposed areas of the body.

Bed bugs are never home grown, but rather always imported into your home from somewhere! The source of bed bugs often cannot be determined, as bed bugs may be found in many places including hotels, planes, thrift shops, clothing stores, and movie theatres.

Even though it is unlikely for bed bugs to infest a school, *(fill in your school division here)* will conduct an inspection and, if needed, will implement an integrated pest management plan in the area where the bed bug was found.

(Fill in your school division here) will continue to work to identify bed bugs, provide thorough inspections of schools, and have licensed pest control specialists assist with pest management.

If you have medical concerns for you or your child, please contact your doctor. Contact your physician or public health nurse for proper care and treatment of bed bug bites.

If you have any questions regarding bed bugs in your school, please contact Principal *(add principal's name and contact info here)*.

Note: If you have any questions regarding bed bugs found in your home, contact your local health department.

Sincerely,

(Principal's Signature)