# Notification to Families: Schools Close to In-Person Instruction

*Use this letter to inform parents and families about a school closure*

Dear Parents and Families,

We have worked in partnership with health officials to recommended that \_\_\_\_\_\_\_\_\_\_\_\_ school(s) in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ school district to close immediately.

This shift to Comprehensive Distance Learning is due to an outbreak in the school with an increased number of positive COVID-19 cases. \_\_\_\_\_\_\_\_ school(s) is/are immediately closed until \_\_\_\_\_\_\_\_\_\_\_\_ and children should stay home. The school(s) may be closed for several days or weeks to reduce contact among children and stop the spread of the virus.

We know this is a hard time for our community and our hearts go out to those who are ill. We will remain in contact with you to update the status of the school(s). Please check our school district webpage for updated information.

We will contact you as soon as we have information about when school will reopen, and we will inform the local news media.

This closure will result in Comprehensive Distance Learning for all students.