

SCHOOL LETTER:

Please use this template as a basis for communicating with your school’s parents and faculty about high results from **nondrinking** water sources– please edit to reflect the specific details about your school screening results and actions and augment with additional information important for your parents to know.

(Date)

Dear Parents and Guardians,

On January 3, the Arizona Department of Environmental Quality (ADEQ) launched a proactive statewide public school drinking water lead screening program for more than 1,000 schools in Arizona. The purpose of this program is to ensure that our school children have access to safe drinking water facilities. This is achieved by testing school drinking water for lead and immediately taking action to correct any issues identified through the screening process.

(School name) is proactively participating in this program and recently completed the initial screening for drinking water sources. We have learned from ADEQ that a sample(s) contained lead higher than the screening level, however, this (these) sample(s) were collected from fixtures not used for or as drinking water sources. Out of an abundance of caution, we have posted “Do Not Drink” signs at these fixture(s) until we confirm water quality and potential actions that may be necessary.

What’s important to know:

- The school’s non-drinking water fixtures that tested higher than the screening level are safe for hand washing, cleaning and toilet use. We will keep you informed of additional information as it becomes available.
- Detailed information about the ADEQ public school drinking water screening program, ongoing program updates and an Arizona Department of Health Services (ADHS) health communication toolkit, in both English and Spanish, can be found at: <http://azdeq.gov/LeadScreeningProg>.
- For information about childhood lead exposure, for which drinking water is uncommon cause, please see:
 - ✓ ADHS Childhood Lead Poisoning Prevention Program Parent Portal at azhealth.gov/lead and
 - ✓ ADHS [fact sheet on lead poisoning](#) (in English and Spanish).

We are currently working to identify any repairs that are needed, and will continue to keep you updated on our progress. Our first priority is the health and safety of our students and staff. We recognize that this is a matter of great importance, and are available to answer any questions you may have (school name contact & phone number).

Thank you for your patience as we resolve this situation.

Sincerely,

(School Administrator)

Public School Drinking Water Lead Screening Program

(School Name) Screening Program Results

Sample Collection Date	Sample Location	Type of Fixture	Sample ID Number	Screening Result (in ppb)