**Letter to Parents**

Date

Greetings from Camp [insert camp name here].

I am writing to you to let you know that we have had a number of campers and staff ill with similar symptoms. Those affected are experiencing one or more of the following symptoms:

*List common symptoms:*

* diarrhea
* vomiting
* fever
* weakness or dizziness

We are reporting daily to the North Bay Parry Sound District Health Unit’s Communicable Disease Control (CDC) Program. At their request, we submitted insert number specimens for analysis. We are awaiting results.

The preventative measures we have taken to ensure the health and safety of all our campers and staff include:

* hand washing/sanitizing before each meal
* frequent disinfection of commonly touched areas such as door handles, bed railings, handrails, light switches, table/counter tops, toilets, sinks, and handles
* excluding ill campers and staff from activities until they are symptom free for 48 hours
* encouraging increased fluid intake
* medical assessment of ill campers and/or staff

If you have any questions, please give us a call. The Health Centre number is 705- insert phone number here. The office number is 705- insert phone number here. You can also contact the North Bay Parry Sound District Health Unit’s CDC Program at 705-474-1400 or toll free at 1-800-563-2808, ext. 5229.

Sincerely,

Insert Camp Director Name here

**\*\*\*\*\*MAY ALSO INCLUDE COMMON SYMPTOMS OF OUTBREAK TO INFORM PARENTS WHAT THEY SHOULD LOOK FOR ‘POST CAMP’.\*\*\*\*\***