

Insert School or Daycare  
Logo Here



[DATE]  
[ADDRESS, CITY, STATE, ZIP]  
[PHONE NUMBER]

Dear Parent/Guardian,

A child at [NAME OF SCHOOL OR DAYCARE] has chickenpox. Signs of it are a fever followed by a blister-like, itchy rash. It can be spread easily.

If your child has not had chickenpox before or received the vaccine we recommend that they receive the vaccine. The varicella vaccine can prevent chickenpox and is safe and effective for kids 12 months of age or older. The vaccine series consists of **two** doses given at least 3 months apart for children 12 years and under and at least 4 weeks apart for those 13 years and older. The vaccine, if given 3- 5 days after exposure to chickenpox can prevent or reduce the severity of illness.

Please send updated vaccine records to [SCHOOL OR DAYCARE] so it may be put their health record.

If your child gets chickenpox, he or she should be kept home until the rash has crusted over (usually about five days).

If you have any questions please see the fact sheet attached with this letter. To get the vaccine you can contact your health care provider or the Bay County Health Department at 989-895-4003.

Sincerely,  
[NAME, TITLE]