

***Sample Message to Parents and Guardians about COVID-19 measures***  
**[Insert name of organization]**

Dear Participant, Parent or Guardian,

We want to assure you that the health and safety of our staff and participants remains our highest priority.

We want to share some important information about COVID-19 prevention to keep everyone safe.

**Get vaccinated for COVID-19**

We encourage everyone who is eligible to get vaccinated for COVID-19. Being [vaccinated](#), including any booster dose(s), helps reduce the COVID-19 virus from spreading to family and friends, and protects people from getting very sick from COVID-19. Everyone age 5 and older is eligible to get the COVID-19 vaccine and anyone age 12 and older may be eligible for their booster dose(s).

**Stay home when sick**

All staff, participants and visitors are encouraged to [screen themselves](#) for COVID-19 before arriving at [insert organization name and/or setting]. Please stay home if you have [COVID-19 symptoms](#) and complete the [online self-assessment](#) for further instructions. If eligible, [get tested](#).

**Other:**

[Insert examples]

Get accurate information about COVID-19 vaccines. Information sources include:

- Toronto Public Health [website](#)
- Provincial Vaccine Information Line: 1-833-943-3900
- Scarborough Health Network [VaxFax Clinic](#)
- Sick Kids [COVID-19 Vaccine Consult Service](#)

If you have any questions about our COVID-19 protocols, please contact **[person/staff/contact information]** for more information. You can also find more information about COVID-19 at [www.toronto.ca/COVID19](http://www.toronto.ca/COVID19).

Thank you and stay healthy,

**[Insert name of operator]**

**[Insert name of organization]**