[Agency Letterhead]

Date

Dear XXX Families,

In light of national events that have brought increased attention to the issue of water quality and in light of new state laws, PA 99-0922, our organization has begun testing the water for levels of lead in the early learning centers we operate. Our top priority is the health and safety of our children, families, and staff, and this testing was initiated out of an abundance of caution to ensure the water in our centers is safe.

Chicago’s water supply is free of lead when it leaves the treatment plant. However, lead can be found in some interior plumbing fixtures and materials, and lead found in tap water usually comes from the corrosion of these items. Recent state legislation requires the lead testing of water for all day care centers, day care homes, and group day care homes that serve children ages birth to six years that were constructed on or before January 1, 2000 with a threshold of no more than 2.0 ppb.

Testing in our centers began in February and continued through April. On [date], we were informed that the lead level in [number] fixtures exceeded 2.0 ppb. As a result, we have taken these immediate steps:

[please indicate your agency’s plan]

Federal guidance indicates that children under the age of six are at the highest risk for harmful lead exposure, and they can be exposed to lead from a variety of sources, including paint, soil and even some consumer products. If you are concerned about your child’s possible lead exposure risks, the Chicago Department of Public Health (CDPH) recommends going to your pediatrician. Additionally, CDPH’s lead hotline can address any health-related questions you may have or help you in deciding whether to have your child tested for questions or more information, please call 312-747-5323. For additional information about lead and children, visit [www.cdc.gov/lead](http://www.cdc.gov/lead).

The safety of your children is our highest priority. We will continue to keep you and your family informed throughout this process. If you have any questions, please feel free to reach out to me at XXXXXXX.

Sincerely,

ED Name

*Enclosures: Environmental Defense Fund 2019 Fact Sheets: Lead in Drinking Water in Childcare Facilities*