

Dear Parents and Staff:

As referenced in our notification letter to parents on [date], radon testing was recently conducted in all frequently occupied classrooms and offices at [town name or district] public schools.

[insert consulting company name] conducted the testing at [school name and address] and has provided our office with a complete report of the radon test results. We are pleased to report that all radon testing results in the [school name] were below the U.S. Environmental Protection Agency action level of 4 pCi/L. No elevated radon levels were found, therefore, no further action is required at this time.

School radon testing is public information. If you would like to view a copy of the report, please contact our office during normal business hours.

Sincerely,

Superintendent