

[Your School's Letterhead]

[Date]

[Parent/Guardian's Name]

[Address]

[City, State, Zip Code]

Dear [Parent/Guardian's Name],

Subject: Importance of UV Safety Awareness

I hope this message finds you and your family well. As we embrace the sunny season, we would like to take a moment to emphasize the importance of UV safety for our students.

Exposure to ultraviolet (UV) radiation can lead to skin damage and increase the risk of skin cancer. We encourage you to take the following precautions to protect your child during outdoor activities:

1. **Sunscreen**: Apply a broad-spectrum sunscreen with an SPF of 30 or higher at least 15 minutes before going outdoors and reapply every two hours or after swimming.
2. **Protective Clothing**: Encourage children to wear long-sleeved shirts, hats with brims, and sunglasses that block UVA and UVB rays.
3. **Shade**: Whenever possible, find or create shaded areas for students to play or seek refuge from direct sunlight, especially during peak hours between 10 AM and 4 PM.
4. **Education**: Discuss the importance of UV safety with your child, so they understand the need for these precautions.

We appreciate your partnership in keeping our students safe and healthy. If you have any questions or concerns, please feel free to reach out to us.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[School Name]

[Contact Information]