



**PEST CONTROL**  
**APPENDIX A – TEMPLATE**  
**PARENTAL NOTIFICATION LETTER FOR PESTICIDE USE**

Date

Dear Parents:

The Facilities Management in Anglophone West School District has made arrangements to have       (Name of the Agency)       working in our school on       (Date)       after 4:00 p.m. This is to address a problem we are experiencing with       (Pest)       in       (# of rooms)       of our classrooms       (Room Identification #)      . These common pests often gain access to the indoors through windows and doors. Only the       (# of rooms)       rooms where the problem has been reported will be treated.

The product that will be used by       (Name of the Agency)       is called       (Name of Substance being used)       (Material Safety Data Sheets are available at the school). The concentration of chemical being sprayed will be very low (only 0.25% to 0.5% in water) and drying time is estimated       (length of time/# of hours)       .

Proper maintenance of school buildings is necessary to provide a healthy and pleasant atmosphere and every precaution will be taken to ensure the health and safety of our students and staff.

The work has been scheduled for       (Date)       following the dismissal of students. The areas affected will be ventilated over the weekend and the rooms will be thoroughly inspected and appropriately cleaned prior to allowing students and staff to return to these areas.

If you have any question or concerns, please feel free to contact the school.

Yours truly,

School Principal