[Place on Parish, VBS, Camp, Program Letter Head]

Dear **[Volunteer Name] or [General Salutation e.g. Dear VBS Parents]**,

On behalf of Name of Parish/VBS/Camp/Program**],** please accept our thanks for your willingness to serve as a volunteer for [Name of Program]. During these continuing times of the novel coronavirus, we here at **[**Name of Parish/VBS/Camp/Program**]** have been actively planning and working toward offering an in-person program this year, with appropriate precautions and measures in place that are consistent with applicable public health restrictions and guidance. Although challenges created by the coronavirus continue to develop and change almost daily and much remains uncertain, we are certain of the following:

1. The health, safety, and welfare of every member of our community is our highest priority.
2. Medical knowledge regarding COVID-19 continues to evolve, but COVID-19 is reported to be extremely contagious and is believed to spread principally through person-to-person contact. The exact methods for spread, contraction, and infection while better understood, questions on these issues remain. Currently, while there is a vaccine available to individuals 16 years of age or older, no similar vaccine or treatment is yet available to children under the stated age. Evidence has shown that COVID-19 can cause serious and potentially life-threatening illness and/or death.
3. The measures we take to protect the community from COVID-19 will continue to be informed by the most up-to-date advice from federal, state, and local public health officials.
4. Even with the precautions and measures we implement, no one, including the parish, can guarantee an environment without risk of the spread of COVID-19. It is simply not possible to do so. For more information about the nature of the virus, please visit <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.
5. In addition, minimizing the risk of COVID-19 spread or spread of any other disease is a shared responsibility. All members of the Parish community, including you in your role as a volunteer, must do their part. In addition to basic hand hygiene (frequent washing and sanitizing) and respiratory etiquette (not coughing into one’s hand or in close proximity to others), this includes adhering to any measures that the [Name of Parish/VBS/Camp/Program] may deem appropriate, such as temperature checks, social distancing, wearing cloth face coverings, isolating or quarantining away from the parish when required, and other precautionary measures. Your compliance is necessary not only not for the safety of yourself but also for the safety of others. Individuals should not enter the Parish campus if they have a fever or are exhibiting symptoms of COVID-19. For more information about symptoms, please visit <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.
6. There is an inherent risk that you could be exposed to and contract COVID-19. By serving as a volunteer, you indicate your acknowledgement of and agreement to accept and assume this risk on behalf of yourself.

In the meantime, we encourage everyone to stay safe and pray for those affected by this worldwide pandemic.

Sincerely,