

Catholic Diocese of Spokane

Absence Letter to Parents

Virtus Safe Environment Training for Children/Youth

Date: _____

To: _____
(Parent's Name)

From: _____
(Name of Coordinator/Pastor/DRE/Principal)

(Name of Parish/School)

Re: Virtus Safe Environment Training for Children/Youth

We note that your _____ (name of child/children) was/were not in attendance at our Virtus Safe Environment training that was held on _____.

Please contact us at _____ for a copy of the lesson plan(s) for you to discuss with your child/children.

Sincerely, _____

Retain a copy of this letter in your parish records.