**Template for Copper Results over the Action Level**

**[Insert date]**

To the Students, Families, and Staff of [insert school/early education and care facility name]:

During recent lead and copper sampling, some water taps at our school exceeded the Massachusetts and federal Action Level for copper in drinking water at schools and early education and child care facilities. MassDEP Action Level (AL) for copper in drinking water is 1.3 milligrams per liter (also known as parts per million). See results below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Sampling Results** | | | |
| Date Sample Collected | Location | Copper results in mg/L | **Over Action Level** |
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|  |  |  |  |
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We would like to inform you about our plans to reduce potential exposure to copper in drinking water at our school. The administration takes these results very seriously and is moving immediately to safeguard the health of the students, faculty and staff. The following information describes steps we are taking to address the issue of lead and copper in the water.

To safeguard our students and other sensitive individuals (including woman who are pregnant or nursing), our school is working closely and cooperatively with MassDEP and others and taking actions as follows:

Only include applicable items

***What we are doing:***

1. While exceeding the Action Level does not require provision of alternative drinking water sources, beginning [insert date] we will be /are providing bottled water and will be shutting down all bubblers or fixtures that exceeded the Copper AL.
2. We have removed from service all taps with copper levels over the Action Level.
3. We are implementing a public information process that will include distribution of outreach material to all students, parents, teachers, staff and local officials.
4. We have developed a sampling plan to conduct testing at outlets (faucets, water fountains, etc.) where students and staff get water for drinking, beverage preparation and cooking.
5. We are implementing a flushing and water usage plan to safeguard against copper exposure from drinking water in the school at outlets that are found to be above the Action Level for copper. This includes the daily flushing of water fountains and/or faucets at sinks and the limitation of water consumption to cold-water faucets for food and beverage preparation.
6. We will undertake efforts to determine the cause of this copper exceedance and evaluate the adequacy of our existing corrosion control system. We will develop and put into place a corrective action plan as quickly as possible following additional testing and consultation.
7. Through periodic reports, we will keep you informed as to the progress of our efforts. These reports will serve to let you know what has been done and what is being done to safeguard against copper exposure from drinking water at our school(s)/early education and care facility (ies).
8. *Optional information can be included that announces an information display at the school on Copper in Drinking Water at Schools and/or an announcement about a workshop that will provide further information and will provide an opportunity for Q&A.*

**Copper:** The Maximum Contaminant Level Goal (MCLG)[[1]](#footnote-1) is 1.3 mg/l. When copper is present in water, it is typically due to the water flowing through service line or internal pipes or plumbing in buildings with copper and brass parts. ***Copper is an essential nutrient, but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could suffer liver or kidney damage. People with Wilson's Disease should consult their personal doctor***.

***A Reminder****:* The water system at the school is not unlike water systems found in other buildings. Older plumbing systems and fixtures, especially, can contain lead pipes or solder that can allow lead to enter tap water. Plumbing systems also contain copper. If you have questions about lead or copper in your home’s water supply, and are using a private well, you can have your water tested. If you are receiving water from a public water system (i.e., if you pay a water bill) you can call your local water department for information or check the Consumer Confidence Report sent out by the public water supplier annually.

If you have any questions on this information please contact at .

Sincerely,

***[Insert signature and title]***

Modified from EPA’s "[3T's for Reducing Lead in Drinking Water in Schools: Revised Technical Guidance](https://www.epa.gov/ground-water-and-drinking-water/3ts-reducing-lead-drinking-water-toolkit)"

1. The Maximum Contaminant Level Goal (MCLG) is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety. The Action Level is the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow. [↑](#footnote-ref-1)