**[*SCHOOL or SCHOOL DISTRICT HEADING]***

Dear Parents and Guardians,

**[Insert Name of School or district]** is supporting a vehicle idling reduction effort at the school. All persons operating vehicles at the school should adhere to the following guidelines:

* All drivers should turn off engines when they arrive at school and when parked for more than 10 seconds.
  + Idling for more than 10 seconds uses more fuel and produces more emissions than stopping and restarting your engine.
  + Starters are overbuilt and can be started with no additional wear.
* If in a line of vehicles away from the school entrance at dismissal, we encourage drivers to stay in their positions with engines shut off and have the student come to them. If drivers must move toward the school entrance, please turn off engines and restart when not moving.
* If idling is necessary for temperature control, please restrict it to no more than a few minutes.

We are implementing this policy to reduce the students’ exposure to air toxics emitted in the exhaust of idling vehicles. Idling vehicles contribute to air pollution and emit pollutants known or suspected to cause cancer or other serious health effects over time. Additionally, idling wastes energy and contributes to climate change.

**Included with this letter is a pledge sheet.** As part of our Turn Your Key, Be Idle Free campaign, we are asking all parents to not idle unnecessarily. The pledge can be returned to school with your student.

We encourage you to eliminate unnecessary idling not only at our school, but anywhere you are waiting for more than 10 seconds. This simple change will improve the air our children breathe, as well as the air quality in our neighborhoods, and improve our environment.

Thank you for your support!

[Signature of Principal/Superintendent]