

Attachment J
Time 1 Reminder Postcards– Paper

As necessary, these postcards will be sent in one mailing to the school principal. If the teacher postcard is included, the mailing will include a request for the principal to give the teacher postcard to the person they have identified to complete the Lead Health Education Teacher Questionnaire.

Dear Principal:

About one week ago, you were sent the **first** School Principal Questionnaire booklet for School Health Profiles as part of the Centers for Disease Control and Prevention’s Test-Retest Reliability Study. If you have completed and returned your questionnaire booklet, we want to thank you for your time and support.

If you have not yet done so, please complete and return the questionnaire booklet at your earliest convenience. If you need another copy of the questionnaire booklet, or have any questions, please contact **[CONTACT NAME]** at **[PHONE NUMBER AND E-MAIL ADDRESS]**. We recognize the many demands placed on your time and appreciate your efforts in completing this questionnaire booklet.

Once you complete this questionnaire, you will receive the **second** questionnaire in approximately two weeks, along with your first token of our appreciation.

Sincerely,

Dear Lead Health Education Teacher:

About one week ago, you were sent the **first** Lead Health Education Teacher Questionnaire booklet for School Health Profiles as part of the Centers for Disease Control and Prevention’s Test-Retest Reliability Study. If you have completed and returned your questionnaire booklet, we want to thank you for your time and support.

If you have not yet done so, please complete and return the questionnaire booklet at your earliest convenience. If you need another copy of the questionnaire booklet, or have any questions, please contact **[CONTACT NAME]** at **[PHONE NUMBER AND E-MAIL ADDRESS]**. We recognize the many demands placed on your time and appreciate your efforts in completing this questionnaire booklet.

Once you complete this questionnaire, you will receive the **second** questionnaire in approximately two weeks, along with your first token of our appreciation.

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