

Playground Safety Condition Review

Date: [Insert Date]

To: [Insert Recipient Name]

[Insert Recipient Title]

[Insert Recipient Address]

Dear [Insert Recipient Name],

We are writing to inform you of our recent review of the safety conditions at [Insert Playground Name]. As part of our commitment to ensuring a safe play environment for all children, we conducted a thorough inspection of the playground facilities on [Insert Inspection Date].

Findings

The following issues were noted during our review:

- Damaged swings and slides
- Uneven surfaces that could pose trip hazards
- Insufficient safety padding under climbing structures

Recommendations

To enhance the safety of the playground, we recommend the following actions:

- Repair or replace damaged equipment
- Level the ground surfaces
- Add additional safety mats under play structures

We urge you to take immediate action to address these concerns to ensure the safety of our community's children. Please let us know how we can assist in this matter.

Thank you for your attention to this important issue.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]