

September 2026

Dear Families,

New medical conditions and allergy information

From September 2026, all schools are following new government guidance to help support children with medical conditions and allergies. To make sure we have the right information for every child, we need all families to complete a medical information form. Every family must complete the form, even if your child has no medical conditions or allergies.

Thank you to all parents and carers who have already returned their child's medical information.

If you have not yet responded, we would be grateful if you could provide the requested information by **Friday 9 October**.

Keeping this information up to date helps us to ensure that we are aware of any medical needs and can provide appropriate support while your child is at the academy. If we have not received a response by 9 October, we will update our records on the basis that your child does not currently have any medical conditions that the academy needs to be aware of.

We appreciate that circumstances can change. If your child develops a new medical condition, receives a new diagnosis, or their medical needs change in the future, please continue to let the academy know as soon as possible so that we can keep our records up to date. If your child has a medical condition, allergy or disability, a member of staff will contact you if we need to create or update an individual healthcare plan (IHP). Families should also speak to their GP or medical professional to ask for their child's asthma / allergy action plan or medical care plan.

This includes children who:

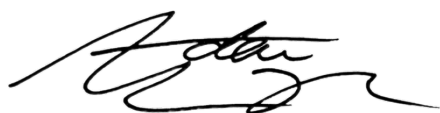
- need medication in school
- have asthma
- have an allergy, including those who carry an adrenaline auto-injector (such as an EpiPen or Jext pen)
- have a medical condition or disability

As part of the new guidance, we will also:

- train all staff every year on allergies and emergency treatment
- keep emergency asthma inhalers and adrenaline auto-injectors in school
- make sure healthcare plans and medical records are kept up to date

If your child's medical needs change at any time, please let us know as soon as possible. Thank you for your support in helping us to maintain accurate information for all pupils.

Yours faithfully,



Adam Clough
Principal

Frequently asked questions

Why do I need to complete the form?

New government guidance means all schools need to make sure their medical and allergy records are up to date. We need every family to complete the form, even if your child has no medical conditions or allergies. This helps us make sure our records are correct.

What will you do with the information?

We will use the information to help keep your child safe in school. It will only be shared with staff who need to know and will be stored securely in line with data protection laws.

My child has a medical condition or allergy. What happens next?

If your child needs extra support in school, we will contact you to discuss whether they need an Individual Healthcare Plan (IHP). This is a simple plan that explains your child's needs, any medication they require and what staff should do if they become unwell.

Why does the school keep spare adrenaline pens (EpiPens)?

If your child has been prescribed an adrenaline pen, we ask for your consent to use a spare one kept in school if it is needed in an emergency. This could be because your child's own pen isn't available, has expired or a second dose is needed.

Why does the school keep spare asthma inhalers?

If your child has asthma and has been prescribed a salbutamol inhaler, we ask for your consent to use a spare inhaler kept in school if they need it in an emergency and their own inhaler isn't available.

What if my child needs medication during the school day?

If your child needs prescribed medication in school, we will work with you to make sure it is stored safely and given correctly in line with permission granted and agreed in the Individual Healthcare Plan.

Who will know about my child's medical needs?

Staff who need to support your child will be told about their medical needs and any care they require. All staff receive training on supporting children with medical conditions and allergies. We will not share your child's medical information with other families or students.

What about school meals?

If your child has a food allergy or special diet, our catering team will make sure this information is available to prepare meals safely. If your child brings a packed lunch, we ask all students not to share food.

What about school trips and clubs?

Your child's medical information and medication will go with them on school trips where needed. Staff running trips and clubs will know how to support them.

Can my child carry their own inhaler or adrenaline pen?

If it is appropriate, this will be agreed with you as part of your child's Individual Healthcare Plan. We will work with you to decide what is best for your child.

What if my child's medical needs change?

Please let us know as soon as possible if anything changes. Keeping our records up to date helps us provide the right support for your child.

What happens if my child has an allergic reaction at school?

All staff receive regular training on how to recognise and respond to allergic reactions. If your child has a serious allergic reaction, staff will give emergency medication straight away, call 999 and contact you as quickly as possible.

What happens if my child has another medical emergency?

Staff are trained to respond quickly in a medical emergency. If your child has an Individual Healthcare Plan, staff will follow it and call 999 if needed. We will always contact you as soon as possible.

