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Headteacher
Miss P J Malcolm

Dear Parent/Guardian,

Re: School Asthma Record

Thank you for informing us of your child's asthma. As part of accepted good practice and with advice from the Department for Education and Skills, Asthma UK and the school's governing bodies, our school has recently established a new School Asthma Policy for use by all staff.

As part of this new policy, we are asking all parents and carers of children with asthma to help us by completing a school asthma record for their child/children. Please take this record to your child's doctor/asthma nurse to fill in and return it to the school as soon as possible. The completed record will store helpful details about your child's current medicines, triggers, individual symptoms and emergency contact numbers. The record will help school staff to better understand your child's individual condition.

Please make sure the record is regularly checked and updated by your child's doctor or asthma nurse and the school is kept informed about changes to your child's medicines, including how much they take and when.

I look forward to receiving your child's completed school asthma record.

Thank you for your help.

Yours sincerely

Louisa Blake

“Enjoy! Achieve! Aspire! Now and in the future.....!”