



Ancaster  
Church of England Primary School

19<sup>th</sup> September 2019

Dear Parents and Carers

**RE: Asthma review and medical information**

Due to the time of the year, we are experiencing an increased number of pupils requiring inhalers. However, we are finding that a number of pupils are either: not listed in our medical records as being asthmatic; listed but do not have an inhaler in school; listed but do not have asthma.

It is vitally important that we have the correct medical information about your child and that if they require an inhaler one is kept in school along with a medical information form in order that we can administer the necessary medicine (inhaler).

If your child has asthma please complete the slip below and return it to the school office along with an inhaler that can be kept in school which is clearly labeled with your child's name. These must be given to the class teacher, who will store the inhaler in a safe and secure place, ensuring no other pupil have access to it. We will not be able to administer any medicine, including an inhaler to your child unless the form is completed accurately and the child's own inhaler is in school. If your child's inhaler is in school please complete the form only and tick the correct box on the form to indicate this. **Where a form is not returned we will make the presumption that your child does not have asthma and adjust our medical records accordingly.**

It is your responsibility to make us aware of any changes to your child's needs/prescription and to ensure an inhaler is in school during the school day. We will contact you if your child is suffering with their asthma and does not have an inhaler in school or if your child is not responding to the dose stated and maybe in need of further medical attention/assessment.

Yours sincerely

Mr Sam Eden  
Head Teacher

**Medical Records Update – Asthma Review: September 2019**

Child's Name ..... Class .....

Description of inhaler to be kept in school.....

Please describe **when** your child is required to take their inhaler and the **dose** they are permitted to take: (e.g. 1 puff after PE/playtimes or 1-2 puffs when needed based on the child/adult needs assessment) Plus any other advice/notes which may be useful in school:.....

My child's inhaler is already in school or  My child's inhaler is named and with this form