



GH/sas

March 2018

Dear Parent/Carer

This letter outlines some changes to the way our welfare room operates.

Asthma

Due to recent changes in the way that schools operate with regards to asthma, I write to notify you of new arrangements.

All asthmatic students must still ensure that they carry an inhaler and spacer at all times and that this is easily accessible in their bag and taken to PE and any other special events when they may not have a bag with them.

We no longer require the students to bring a second inhaler to store in the Welfare Room. This is because the school now holds emergency inhaler kits which can be used in the case of an emergency. It must be stressed that these are not for everyday use. If a pupil has to use the emergency inhaler because they do not have their own, parents will be invoiced for the cost of a replacement.

If you wish to collect any asthma medication held in the medical room this will be returned to you, or to your child with a signed letter. Any medication that has not been collected by May half term will be disposed of.

School Nurse Drop In

The school nurse will be operating a drop in session starting in March. While some pupils may be referred, others will be able to see her during lunchtime. As the school nurse works for the NHS she will follow the NHS regulations for safeguarding and confidentiality.

First Aid

A reminder that our welfare room is for first aid only. If your son/daughter requires any other type of care or advice please take them to your GP or telephone 111 for advice.

Health Plans

All pupils who have a long term condition must have a health plan. This is so we can understand the care your child needs. If you think your child requires one please make an appointment with Mrs Thompson.

Medication

Any students wishing to keep medication or painkillers in school in the Welfare Office must bring in the Medication Form. This can be found on the website, see link below. A letter is not acceptable.

<http://swakeleys.hillingdon.sch.uk/about-us/pastoral-information>.

Yours sincerely

G Hare(Mrs)
Deputy Headteacher



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