



8 October 2018

Dear Parent/Carer

**RE: Student Medical Update**

We are currently updating our student medical records and would appreciate your support in informing us of any medical condition(s) your child may have, along with any medication(s) your child may need to take whilst in the Academy.

Students who are asthmatic or diabetic have permission to keep their inhalers and testing kits on them whilst in the Academy; however, we still need to be informed of their condition(s) and any medication(s) they may be taking.

If your child has a medical condition you feel we should be aware of, please email [admin@thebourneacademy.com](mailto:admin@thebourneacademy.com) with the following information:

- Students name
- Tutor group
- Details of the medical condition(s)
- Your contact details & the relationship to the student
- Medications taken at home and those needed to be kept in the Academy.

Please note it is parents' responsibility to inform the Academy of any medical conditions your child may have.

Kind regards

**Caroline Gobell**  
**Business Director**

Principal: Mr Mark Avoth

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