



15<sup>th</sup> July 2021

### End of Year Medication Handover

Dear parent/carers

If your child has been receiving medication whilst in school this academic year, we would like to request that all medication is collected from school as the children break up for the summer holidays on or before Tuesday 20<sup>th</sup> July.

If your child will require medication whilst in school next academic year (2021/2022), please request a new form from the school office (you can do this prior to breaking up). Medication cannot be given in school in September until new forms have been completed, signed and returned to school. Please ensure that all medication is prescribed and is in date.

If your child is on a long term health care plan, this will need to be reviewed at the start of next academic year, in September 2021. You will be contacted by school, once the children have started back to school, to arrange an appointment to review and update the health care plan.

Thank you for your ongoing support.

Yours sincerely

Mrs Gibbins  
Acting Head of School