



Birchwood High School

your dreams, your future, our challenge

Notifications for First Aid Incidents and Administering Medication

4 September 2024

Dear Parents / Carers,

To enable us to record each student's medical information, accidents, illness, and any medication that is taken during school hours, we have registered with Medical Tracker – a secure web-based application. Medical Tracker will not only enable us to inform parents/carers of first aid incidents and the time and date of medication administered by email, but it will also allow us to analyse the data we record to help prevent further accidents.

Medical Tracker will improve how we communicate and record incidents/medication, meaning:

- We can electronically record and track first aid incidents that involve your child
- We can electronically record medication administration that involves your child
- You can be notified immediately after a first aid incident by email
- You can be notified immediately after medication has been administered by email

Please be assured that Medical Tracker is registered with the Data Protection Registrar and guarantees that all information you provide will be kept private and will not be passed on to any other organisation.

Important – When we start using Medical Tracker, email messages will be sent from donotreply@medicaltracker.co.uk. Please add this address to your email address books (or approved sender list) to prevent messages from being blocked by your SPAM/JUNK filters.

Kind Regards,

Birchwood High School

Principal, Mr Sam Griffin

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