Dear Head teacher

I am writing to request a copy of your school’s medical conditions policy. I have looked for this policy on your school’s website but have not been able to locate it. I would therefore be grateful if you could send a copy to me. As a [parent/carer] of a child living with [insert condition details], it is important for me to understand how your school supports pupils with medical conditions.

The law in England means that schools in must make sure children with medical conditions are properly supported in school. Schools in England have responsibilities to children with long-term medical conditions, therefore they need know how to ensure children have the right care and support, to enable them to take part in all aspects of school life. These responsibilities should be outlined in the schools medical conditions policy which should be published along with other school policies on the school’s website.

I have found the Health Conditions in School Alliance’s website an excellent source of information. The alliance is a group of over 30 organisations who work together to make sure schools and parents have the information and tools needed to keep children with medical conditions safe in school. Some of the helpful resources on the Health Conditions in School Alliance website include:

* A template medical condition policy
* Template individual healthcare plans for a range of medical conditions
* Links with Alliance member organisation who provide tailored support to schools and families of children with a medical condition.

You can find all of this at: <http://medicalconditionsatschool.org.uk/>

I know that schools want what’s best for children with medical conditions and many are doing a great job but if your school needs extra information and support on giving the right support to pupils with medical conditions, I can’t recommend the Health Conditions in School Alliance’s resources enough. I hope that you’ll find these resources useful to you when you come to update your school’s medical condition policy.

Kind regards

[Parent/Carer]