



Nathaniel Newton Infant School
Victoria Road
Hartshill
Nuneaton
Warwickshire
CV10 0LS

Telephone 02476 392236

E-mail admin2029@welearn365.com

Website

Headteacher Mrs J Forshew
www.nathanielnewton.co.uk

Learning Together to be the best we can.

Dear Parent/ Carers,

As you know, we try very hard to keep parents informed about all aspects of your child's day when at school. We constantly strive to improve our methods of doing so by regularly assessing our processes in conjunction with parental and staff feedback.

An area of particular importance is the notification of first-aid incidents that occur at school.

To help make improvements in this area, we have decided to use a service called Medical Tracker. Medical Tracker not only allows us to inform parents/carers of first aid incidents and medication administration by email, but it also allows us to analyse the data we record to inform our Health and Safety processes.

Medical Tracker will be beneficial to you because:

- We can record and track first-aid incidents that involve your child
- We can record and track 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 you have approved has been administered by email

From Monday 23rd January you will receive an email notification to the email address you have supplied us with, should your child have needed first aid for a minor incident during the day. Please make sure that you regularly check for these notifications. 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.

As is our normal procedure, should your child have an accident that we are more concerned about, we will telephone to speak to you directly. You will also receive an email. If your child has bumped their head during the day, they will be given a sticker on their clothing to



indicate this, so that other staff members are aware and as a prompt for you to check your emails when you collect them from school.

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. Our school Privacy Notice for Parents is always available to view on our website under the 'Policies' section, and details how the school works to keep your data safe and your lawful rights regarding this.

We hope that you will find this new system efficient and an improvement to our current process. Should you have any questions regarding this, please do not hesitate to call the school office.

Yours sincerely

Mrs J Forshew
Head Teacher