



(Date)

Dear Parents/Guardians:

School records indicate that your child has a medical condition. The Division needs your further help to learn about that condition and develop plans to ensure your child's health and safety. Some medical conditions are straightforward and are managed by you and your doctor. For others, we believe it would be helpful for our staff to be aware of what to do to help your child if an emergency arises.

The Division will act in your child's best interest with regards to his/her health needs. Sometimes staff require training in order to learn how to manage these medical situations either on a day to day basis or should an emergency arise. In order for this to happen, the Division needs a parent/guardian signature on the attached Release of Medical Information form. This release allows two things:

1. A nurse will be involved in the development of a health care plan for your child if this is necessary. They will be in contact with you before this plan is developed.
2. Frontier School Division can access funding for our staff to be trained. This funding, and related training, is based upon your authorization through this release.

In summary, the Division wants to join with you to ensure your child's health while at school and appreciates your help in developing a health plan. Please reply to this request for the Release of Medical Information as soon as possible.

Thank you in advance for your cooperation. Please feel free to call your school administration if you have any questions.

Principal

Adopted September 1, 2009		
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