



Dear Parent/ Carer,

### **Re: Head Bump Notifications**

As you know, we try very hard to keep parents regularly informed about head bump incidents at school by sending notifications home via our school comms platform, Teacher2parents (T2P).

Moving forward we have decided to use a service called Medical Tracker. Medical Tracker not only allows us to inform parents/carers of head bump incidents, but it also allows us to analyse the data we record. Therefore, you will now receive an email notification via Medical Tracker but still receive a text notification via T2P.

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 after a head bump incident by email

**To use Medical Tracker effectively, we need to ensure the data/email address we hold for you is the most current, enabling us to notify you of incidents. Please inform the school office of any required updates as soon as possible.**

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.

Yours sincerely

Nic Badger  
School Principal  
Executive Headteacher for RCSAT