

APLEY WOOD PRIMARY ACADEMY

Pool Farm Avenue, Apley, Telford TF1 6FQ

Headteacher Mrs E Smith

Deputy Headteacher Mrs Y Thorpe

Co-Chairs Of Governors Mrs E McDermott & Mrs B Mistry

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18th September 2026

Dear Parent / Carer

Re: First Aid Incident and Medication Administration Notifications

From Monday 21st September we will be using a system called Medical Tracker to notify you if your child has been seen by a first aider, if they have been given their prescribed medication including their inhaler or if they have received intimate care (as per any plan in place).

Email messages will be sent from **donotreply@medicaltracker.co.uk.** Please add this address to your email address book (or approved sender list) to prevent messages from being blocked by your SPAM/JUNK filters.

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

Yours sincerely

Mrs E Smith
Headteacher