



1st May 2024

Dear Parents/Carers

We are delighted to introduce a new way to inform you about when we have given medical aid to your child. Our new app, First Aid Forms, enables us to record the administration of first aid and/or medication securely following our school policy, which adheres to the Department for Education and Department of Health requirements.

As educators, the safety and wellbeing of our pupils is of utmost importance to us. We believe that this app will be a valuable resource for our school community, providing parents and staff with the knowledge and confidence that our school handles medical emergencies should they arrive.

How will it have an impact on you?

You will receive information at the end of the school day via email if there has been a need to record the administering of first aid. Therefore, you do not need to download another app to your phone.

We do not foresee an increase in the number of incidents. Health and Safety procedures remain the same, however parents/carers may receive an increase in notifications due to incidents now being recorded via the app.

Action required: please add noreply@engagementsystems.net to your contacts to ensure that these notifications are not captured in your spam filters.

We will be provided with aggregated data at the end of each term to inform Health and Safety risk assessments and inform areas where we can further review and improve provision.

Data Protection

Please note that the data will only be accessible to key staff who have been given permission to view them. We will also take appropriate measures to ensure that the data is secure and protected from unauthorised access.

We assure you that your child's privacy will be protected and that we will comply with all relevant data protection regulations.

This app is approved by Apple and Google and is built on ISO27001 accredited technology that also has Cyber Essentials Plus certification.

Why this product and why now?

We want to improve our procedures for first aid. This App will allow us to monitor and evaluate first aid daily and termly.

In summary:

CHIVENOR PRIMARY SCHOOL

Farnborough Road, Castle Vale, Birmingham B35 7JA



T.0121 675 9833 | F.0121 675 9840
enquiries@chivenor-gst.org | www.chivenor-gst.org

CHIVENOR
PRIMARY SCHOOL

- You do not need to do anything other than check emails daily (after the end of the school day)
- From June 3rd 2024 all notifications will be via the email system. (There will be no paper copies for First aid. No slips).
- It is your responsibility to ensure school has your up to date email address.
- Add noreply@engagementsystems to your email contacts (this avoids being sent to your junk folder)
- We will continue to make calls to you directly, as we do now, should we feel we need to and in more serious incidents.

We are moving to a more robust system to ensure better communication. In recent months, it has become more noticeable that many 'slips' we not making it home to parents.

Should you have any questions please do not hesitate to contact the school office.

Kind regards

Mrs L Guest
Executive Head