



High Street, Ivinghoe, Nr. Leighton Buzzard, Buckinghamshire, LU7 9EX

Telephone: 01296 668543

Email: office@brookmead.bucks.sch.uk

Website: www.brookmead.bucks.sch.uk

Headteacher: Mrs Esther Taylor

15 September 2026

Dear Parents and Carers

As part of our ongoing commitment to keeping all children safe, we are updating our records for pupils with food allergies. If your child has a confirmed food allergen, we kindly ask you to complete an Individual Healthcare Plan (IHCP), which is attached along with this letter.

You might have already let Fresh Start know about your child's allergen, but we kindly ask that you also share this information with us directly so we can keep your child's file accurate and ensure staff have the correct details.

We also need **medical evidence** of the allergy (for example, a GP or specialist letter) so that we can ensure the information we hold is accurate and up to date.

This helps us plan appropriate support and make sure your child is safe during all school activities.

Please return the IHCP and documentation to the school office or email it to us at office@brookmead.bucks.sch.uk

Thank you for your support.

Kind regards

Claire Price
Office Manager