



WOODBROOK VALE SCHOOL

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Dear Parent/Carer

Woodbrook Vale holds information regarding your child. This enables us to contact you and be aware of any medical conditions. It is essential that this information remains up-to-date.

Please find attached a Data Collection Sheet which contains information we currently hold regarding your child.

Please review this sheet carefully, correct any errors, and update information as appropriate, including any medical conditions. If no changes are required, then please indicate this on the form.

The Department for Education is now collecting two additional pieces of data;

- Country of Birth
- Nationality

Please ensure these two sections are completed.

It is extremely important that we have correct and up-to-date daytime contact numbers in case of emergencies.

Please return this form to your child's **Form Tutor** by **Monday 09 October 2017**.

Yours faithfully

Tracey Rowe
Assistant Headteacher



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