BUCKDEN HOUSE O.E.C. – MEDICAL SUMMARY SHEET

Please complete this medical summary sheet for all visitors, including staff, who have a condition that might affect their ability to carry out activities, or otherwise affect their stay at Buckden. This includes behavioral and learning issues. Those with non-applicable conditions, or who give no cause for concern, DO NOT need be listed.

Do not send it in advance; **but** significant points that arise should be discussed with the Head of Centre **in advance**. These include mobility issues where a visitor could not leave the building unaided in an emergency. Such issues may well be raised at the Programme Planning meeting.

This sheet should be place on the board in the Instructors' Office, by the Group Leader. All visiting staff, and instructors working with these individuals, should be made aware of concerns at the morning meeting. In some cases it may be appropriate to alert the Group Leaders of other resident groups.

Visitor's name	Child or Adult	Medical condition / other issue	Medication required	Other actions to be taken