



June 2015

Dear Parent,

Visits to Your Family Doctor during the School Holidays:

This is just a polite reminder that your son/daughter, while a boarder at Cranbrook School, is registered with the School's Medical Officer, Dr Richard Digby and should they need to see a local doctor during the school holidays, it is important that they are seen as a temporary resident.

In the event of a visit to the doctor, you or your son/daughter will be required by your local doctor to fill out a form for 'Temporary Services'. In the section under '**Home Address**' the address for Cranbrook School should be entered and under '**Temporary Address**' the address where the student is staying during the holidays should be entered.

Under '**Details of Treatment should be sent to**' please put 'Dr Richard Digby, Old School Surgery, Rectory Fields, Cranbrook, Kent, TN17 3JB'. This should ensure that your child remains registered with Dr Digby and details of any treatment during the holidays will be added to your child's medical notes.

If you live relatively close to Cranbrook you may want to book an appointment directly with Dr Digby's surgery. Old School Surgery's telephone number for appointments is 01580 712476.

Thank you for your cooperation on this matter.

Yours faithfully,

Helen Jewsbury
Senior School Nurse

Cranbrook, Kent TN17 3JD

School: 01580 711800
Bursar: 01580 711811
Fax: 01580 713972

E-mail: office@cranbrook.kent.sch.uk
www.cranbrookschool.co.uk