



**ADDRESSEE ONLY
STRICTLY PRIVATE AND CONFIDENTIAL**

Dear Headmaster,

Requests for medical certificates for school absence

It is not the responsibility of NHS general practice to provide medical certification for school absence and the policy of this practice is always to refuse such requests.

If for whatever reason you do require a medical report on this child's condition then please request this formally in writing, enclosing signed parental consent for the release of confidential information. I would advise that we will charge the school a professional fee for this service, in accordance with our contractual regulations.

Yours Sincerely,

Sharon Slee
SCGP Group Manager