**2025 AEC MEDICAL /ADDITIONAL NEEDS NOTIFICATION**

**1 for Offsite – to Production Manager**

**2 for Concert Day – Concert Manager /Teacher in charge**

**Concert Number \_\_\_ School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Concert Manager (when known) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Choir /Support Teacher Names and mobile number**

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This important information about students with a medical and/or additional needs enable us to quickly identify their position on stage during rehearsals and the performance. Print back-to-back of more than 1 page is needed.

A copy is kept by your Concert Manager for First Aid personnel to have easy access to information and a copy by the teacher in charge. (Maybe 1 for each of your staff/helpers would be useful)

Please complete even if there are no students with any needs/issues.

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| Name of Student | Nature of condition | **Action to be taken** |
| E.G. Mick Brown | Asthma | Puffer/Self-managed |
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