**{To be completed on headed school paper}**

{Date}

We wish to purchase emergency Adrenaline Auto-injector devices for use in our school/college.

The adrenaline auto-injectors will be used in line with the manufacturer’s instructions, for the emergency treatment of anaphylaxis in accordance with the Human Medicines (Amendment) Regulations 2017.

This allows schools to purchase “spare” back-up adrenaline auto-injectors for the emergency treatment of anaphylaxis.

Further information can be found at: *https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\_data/file/645476/Adrenaline\_auto\_injectors\_in\_schools.pdf*

Please supply the following devices:

|  |  |  |  |
| --- | --- | --- | --- |
| Brand name\* |  | Dose\*(state milligrams or micrograms) | Quantity required |
|  | Adrenaline auto-injector device |  |  |
|  | Adrenaline auto-injector device |  |  |

Signed:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

{Print name}

**Headteacher/Principal**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TO NOTE:**

\*AAIs are available in different doses and devices. Schools may wish to purchase the brand most commonly prescribed to its pupils (to reduce confusion and assist with training). Guidance from the Department of Health to schools recommends:

|  |  |  |
| --- | --- | --- |
| For children age under 6 years: | For children age 6-12 years: | For teenagers age 12+ years: |
| * Epipen Junior (0.15mg) **or**
* Jext 150 microgram
 | * Epipen (0.3 milligrams) **or**
* Jext 300 microgram
 | * Epipen (0.3 milligrams) **or**
* Jext 300 microgram
 |

Guidance is available at:

<https://www.gov.uk/government/publications/using-emergency-adrenaline-auto-injectors-in-schools>

Source for model letter advised by DHSC guidance and <http://www.sparepensinschools.uk>