

Allergy Information Update

Date: [Insert date]

To Whom It May Concern,

I am writing to update you on my child's allergy information for school records.

Child's Name: [Insert child's name]

Grade/Class: [Insert grade/class]

Allergy Information:

- **Allergen:** [Insert allergen]
- **Reaction:** [Insert type of reaction]
- **Management Plan:** [Insert management plan or action to take]

Please ensure that all staff members are informed about this update to keep my child safe.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]