

To Whom it may concern:

This letter is to notify you that \_\_\_\_\_ has been diagnosed with Type 1 Diabetes ( T1D) at CHEO. This is a lifelong condition and requires the child/youth to take insulin several times per day by injection (including lunch time). They must also check their BG levels 4 times per day, or more if feeling unwell and/or for activity. We recognize the importance of ensuring that both the student / family as well as the school are prepared for the additional supports that will be required at school.

As their healthcare providers, we will be meeting with the student and his/her family to provide intensive teaching and support over the next few days which will include preparations for return to school.

We will be requesting that a Home Care nurse go into the school to provide support for the lunch time injection of insulin for a short period of time. If a child is independent in their diabetes care, a home care visit may not be needed. It may take us a few days to know if this will be needed and so we should plan as if it is.

In preparation for their first visit, we kindly request;

- That at least two champions are identified to be support persons for the student at school.
- As needed, these champions will be taught how to supervise the lunch injection by the home care nurse. Supervision entails providing a safe, secure environment for glucose testing and insulin administration.
- Depending on the age and developmental level of the student, a care champion would also need to confirm the correct dose of insulin was dialed on the insulin pen.

Please communicate to the parent(s) as soon as possible who will be this child's school champions. This will allow us to notify the home care nurse, as to who they need to support to ensure they are comfortable in supervising diabetes management.

If you would like further information on diabetes management in school, we recommend the [Diabetes at School](#) website. This website has posters you may wish to post and brief video clips to help your staff better understand diabetes. We also have a link to a "[Principal's Toolkit](#)" that you can share with your staff to provide some education around diabetes and what school staff need to know.

If you have any questions or concerns please feel free to contact parents or a member of the diabetes team at CHEO. Thank you for your support in the management of diabetes at school for this child/youth.

Your Diabetes Team at CHEO

613-737-2353

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