



Date.....

Dear.....

Today at the centre at approximately.....,
received a bump to the head. One of our First Aiders assessed the injury and at the
time it was thought not necessary to refer him/her for further attention.

However, in rare circumstances, symptoms can develop up to 24 hours after the
injury. Should any of the following conditions occur please refer the matter to a
Doctor, preferably at the local Casualty Department.

- Severe headache, excessive sleepiness
- Does not like bright light (rare)
- Vomiting and/or fever
- Dizzy, double or blurred vision, weakness of any limbs
- Becomes disorientated or confused, cannot remember the recent past
- Has an apparent alteration in consciousness level.

Yours sincerely

First Aider/ Instructor