

Learner Health Monitoring Form

2026-2027

Organisation	Century Training Academy Ltd
Document type	Form
Version	2.0 updated compliance version
Reviewed	20 August 2026
Next review	20 August 2027

Privacy and Use of Information

This form collects health and disability information to help Century Training Academy Ltd plan safe training, supervision, reasonable adjustments, emergency arrangements and support. Health information is special category data and will be stored securely. It will only be shared with staff or agencies who need it to protect the learner, provide support, respond to an emergency, meet legal obligations or fulfil commissioned provision requirements.

Learner Details

Field	Details
Learner full name	
Date of birth	
Referring school / commissioner	
Parent/carer name	
Emergency contact number	
Date completed	
Completed by	Learner / parent-carer / referrer / staff

Health, Disability and Support Needs

Area	Yes/No	Details / support required
Visual impairment		
Hearing impairment		
Mobility impairment or physical disability		
Diabetes		
Asthma		
Epilepsy or seizures		
Heart condition or blood pressure concern		
Skin condition or sensitivity		
Allergies, including food, latex, chemicals or medication		
Mental health need, anxiety, trauma or emotional wellbeing concern		
Neurodiversity, autism, ADHD, dyslexia or learning difficulty		
Medical condition affecting practical work or PPE		
Temporary injury or disability		
Other health or disability need		

Medication

Question	Response
Is the learner currently taking medication?	
Medication name, dose and times	
Can the learner self-administer?	
Is parent/carer consent attached if staff will administer medication?	
Storage requirements	
Emergency medication required?	
Individual healthcare plan attached?	

Consent and Confirmation

I confirm that the information provided is accurate to the best of my knowledge. I understand that relevant information may be shared with staff and emergency services where necessary to keep the learner safe.

Name	Relationship / role	Signature	Date
Learner where appropriate			
CTA staff receiving form			

Record Keeping

Records created under this document must be accurate, factual, dated and stored securely. Access must be limited to staff with a legitimate operational, safeguarding, health and safety, quality assurance or legal reason to view the information. Records must be retained in line with Century Training Academy Ltd's retention schedule and UK GDPR requirements.

Monitoring and Review

This document will be reviewed at least annually, with the next scheduled review on 20 August 2027. It will also be reviewed sooner if legislation, statutory guidance, awarding body requirements, local authority expectations, premises, provision or operating arrangements change.

Key Guidance and Linked Requirements

- Keeping Children Safe in Education 2026 (DfE), in force from 1 September 2026.
- Non-school Alternative Provision: Voluntary National Standards (DfE).
- UK GDPR and Data Protection Act 2018.
- Equality Act 2010.
- Health and Safety at Work etc. Act 1974 and relevant HSE guidance.
- DfE Supporting Pupils at School with Medical Conditions guidance, used as good practice for AP.
- ICO guidance on special category data.

Sign Off

Name	Stephen Black
Position	Director
Date	20 August 2026