

Our Ref:  
Date: 5 May 2015  
Enquiries to: Schools' HR Casework  
Tel: 03456 066 046 (option 3)  
Email: [hr@schoolschoice.org](mailto:hr@schoolschoice.org)

To: Heads of all Suffolk maintained schools and PRUs

<b>LMS Document</b> <b>No. 2015/14</b>
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Dear Colleague

**Re: Introduction to the new occupational health contract for schools**

I am pleased to confirm that the county council has agreed a new occupational health (OH) contract with Health Management Ltd (HML).

Although HML was also the original provider of OH services to the council, and through it, to schools, there are a number of differences between the contracts which I would like to tell you about.

Please join us on a webinar event on **Monday 18<sup>th</sup> May** at 10.30 at which Dr Varadarajan and Tim Skilton from HML and I will outline:

- what's new to the contract and what hasn't changed
- the benefits of early referral and what to include a good referral
- brief statistics relating to schools
- how to detect signs of stress and offer support
- how to access HML's Health Matters website
- service level agreements within the new contract

At the end of the webinar, there will be a brief opportunity for questions. Any questions that aren't answered during the session will be circulated separately.

If you're unable to join the webinar, a recorded version will be made available via Ask Schools' Choice website. Please note that there is a limit of 100 places on the event.

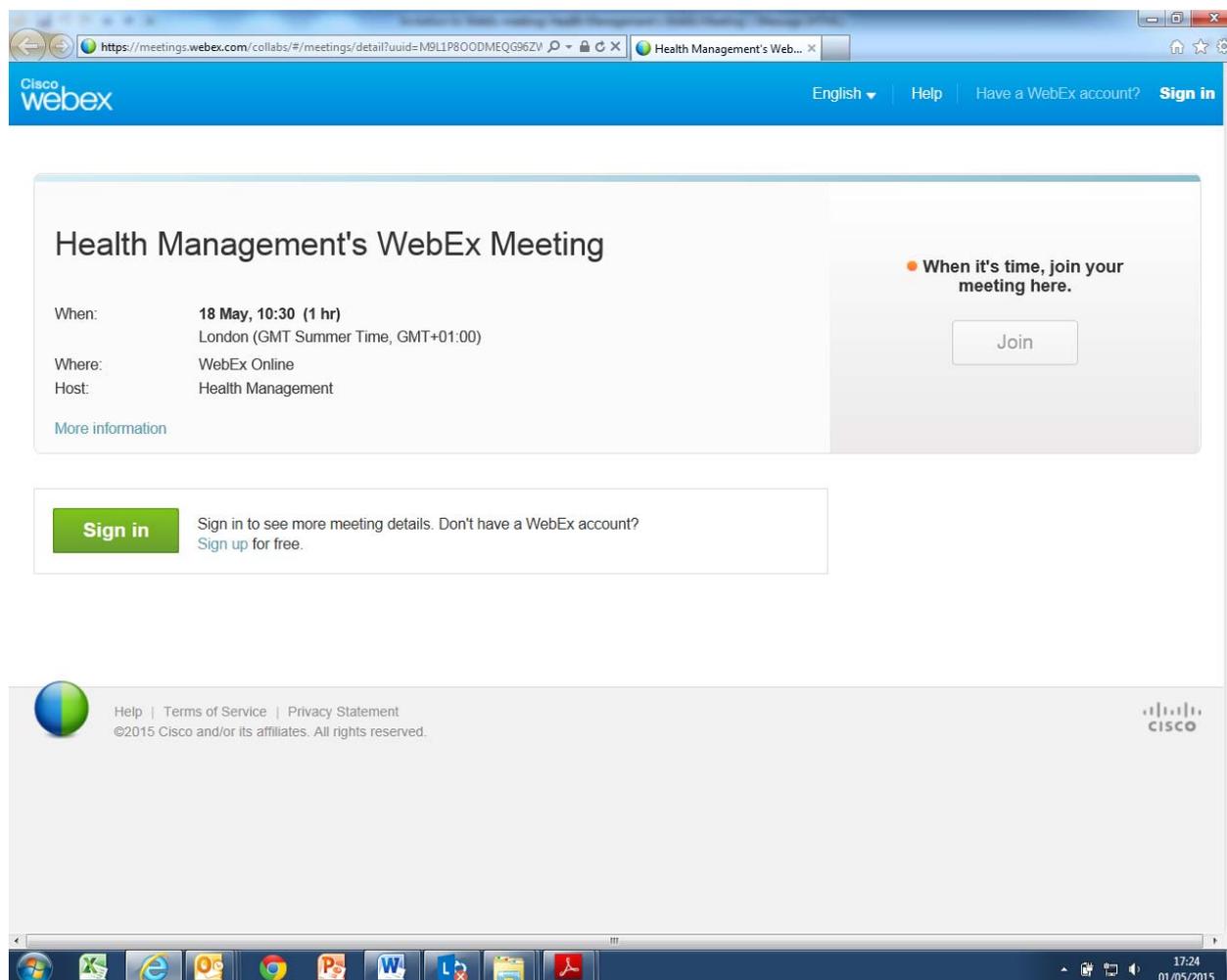
To log-in to the session, please click on the link below.

<https://meetings.webex.com/collabs/#/meetings/detail?uuid=M9L1P8OODMEQG96ZWZLAB0R9R9-4Q83&rnd=174418.41942>

If the link doesn't work, please copy and paste the address into your browser.

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It should take you to a page that looks like this:



The session will be open from 10.00, although the webinar itself won't start until 10.30, so that you can make sure you can get access to WebEx. If you can't, please speak to your school's IT technic or contact your IT provider. Don't forget that a recording of the webinar will be made available via the Schools' Choice website after the event.

I look forward to speaking to you at the session.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Libby Wragg'.

**Libby Wragg**  
Schools' HR Casework Service Manager