Dear Teacher,

Kindly be informed that **[name]** has coeliac disease. **[He/She]** cannot come in contact with, eat, inhale or consume food or other material that contains gluten. Gluten is a dietary protein found in 3 types of cereal:

* Wheat
* Rye
* Barley

Coeliac disease (also celiac disease) is not an allergy but rather a condition where the person’s immune system starts attacking its own tissues when a coeliac person eats, swallows or inhales gluten. If **[name]** ingests gluten, whether through food or otherwise, **[his/her]** immune system starts attacking **[his/her]** own body.  By ingesting I'm referring to even something as small as a crumb, by inhaling flour in its raw form (since it could be airborne), by someone touching **[his/her]** food with their hands after they have touched for example bread, by using same cooking utensils for cooking gluten items, or same cutlery etc.

Because gluten can be found in everything from breakfast cereals to many other processed foods, people with coeliac disease must know exactly what's in the foods they eat (i.e. the individual ingredients). However, still, not all products are clearly marked, for example in the case of preservatives. Also, some food may not contain gluten per se, but it may be processed or packaged in an area where gluten is normally handled. Other common foods that often contain gluten include pizza, breads, cereals, cookies, and pasta. Gluten is also used in various items which one might not necessarily associate with food or gluten, for instance playdough.

For the above reasons, **[name]** eats only food that is clearly marked as gluten free. Therefore, if distributing anything to the children, kindly check whether it is marked as gluten free before giving it to **[name]**. Moreover, no flour can be used or handled in close proximity to **[name]**, as this tends to be easily airborne.

If a child brings birthday treats, again **[name]** cannot have these, unless they are marked as gluten free. So that **[he/she]** does not feel left out, it would be greatly appreciated if I am informed beforehand, so that on the day, I give **[him/her]** a gluten free treat that **[he/she]** can have in class. In previous years, I have also agreed with the teacher that a container is kept in class with individually sealed gluten free treats in case of unexpected treats being distributed in class. In this way, **[name]** would not feel left out. If you are in agreement, I can send an “emergency treat box” to be kept in class.

Other children can eat gluten containing food such as bread in **[his/her]** presence, as long as it is assured that **[name]** will not come into contact with any crumbs. Please also make sure that after break, any crumbs are cleared away, and that the children wash their hands if they will be sharing the same resources as **[name]**. Please ensure that **[his/her]** desk is not wiped with the same cloth that has been used to wipe crumbs off another desk, since crumbs will be inadvertently transferred to **[his/her]** desk causing a high risk of cross contamination. Although **[name]** is aware that **[he/she]** is coeliac, it is important that the above is done tactfully and as subtle as possible so **[he/she]** does not feel marginalised. It would be appreciated if we could discuss beforehand any action or changes that may be planned in the classroom to this effect.

Please do feel free to give me a call if you would like to discuss the above or to check anything in this regard. My mobile number is **[mobile number]**.

Many thanks and kind regards,