

Private and confidential

**School Health Service
Single Point of Access**

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November 2020

Letter reference: TLM Year 6 Parent Letter 2020

Dear Parent / Carer

In line with government policy, the School Health Service offers children in year 6 the opportunity to complete a simple, secure, online questionnaire about their health, wellbeing and lifestyle choices and behaviour. This questionnaire will help to identify any support your child may need to help them feel more prepared and able to cope with their transition to secondary school and is completed within school. Further information can be obtained from <https://www.thelancastermodel.co.uk/parents-guardians/>

A member of the School Health Team may see your child on their own as a result of their feedback or at their request on the day. Additionally a member of the team may choose to contact you to offer guidance and support upon speaking with your child. Due to Covid 19 the team will be supporting delivery of the questionnaire through a blended approach of face to face delivery in schools only when safe to do so and through a virtual classroom and a virtual drop in session using Microsoft Teams.

If you do not wish your child to complete the online questionnaire please contact the team on the details above by 2020

All personal information collected from this questionnaire will be treated as confidential and held securely to meet with data protection, GDPR and I.G requirements - unless your child identifies a safeguarding concern.

All data will be anonymised and then shared with your child's school. This will enable them to target healthcare action plans to meet the specific needs of the school community. Schools will

Trust HQ The Oast, Unit D, Hermitage Court, Hermitage Lane, Barming, near Maidstone, Kent ME16 9NT

Letter reference: Year 6 Parent opt out 2019

not be able to identify individual children from this data. The anonymised data may also be shared with other agencies to help improve services.

If you have any concerns or worries you wish to discuss, or would like further information, please contact the team, available Monday to Friday, 8am to 6pm, via the details at the top of this letter.

Details about the information we collect from you, what we do with it and how it may be shared can be found in the leaflet: What happens to personal information held about you? Which you can find online: www.kentcht.nhs.uk/personalinfo

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Cathie Burton', written in a cursive style.

Cathie Burton
Head of School Public Health and Immunisation Service