

July 2019

Dear Parent/Carer,

RE: My Health, My School Survey 2018/19

We are writing to inform you that your child's year group will be participating in a survey called **My Health, My School Survey 2018/19**. The survey is organised and managed by the Health & Wellbeing Service, Leeds City Council and will take place before the end of the school year. The survey asks questions relating to the Leeds Children and Young People's Plan and aims to gather children and young people's views, behaviours, and choices in relation to their health and wellbeing, and their school.

The survey will not ask for the name of your child, their date of birth, or their address at any stage and we try to collect the minimum amount of information to ensure, as far as possible, that any information provided is anonymous. This means that the school and Leeds City Council will not be able to identify your child from the survey results.

We will comply fully with the EU General Data Protection Regulation, and any requests exercising individuals' rights will be considered, processed and responded to within the relevant statutory timescales.

Pupil diary

Your child may bring home a pupil diary to complete as homework. The questions in the diary will support your child with completing the survey.

How will the results be used?

The school and the School Nursing Service may use the results to improve health and wellbeing provision within the school. Leeds City Council will also use the results to inform action plans and prioritise needs across the city.

In addition, the survey will also be shared with third parties including our research and evaluation partners (currently but not confined to: the University of Leeds and Leeds Beckett University) for educational qualifications and research with the purposes of improving the health and wellbeing of children and young people. The individual pupil survey data will be retained by Leeds City Council for five years from the date that the survey closes.

If you do not wish for your child to complete the survey, please return the below opt-out slip by Friday 19th July, or write a note in your child's planner for them to take to Student Services. If you have any further questions about the survey then please do not hesitate to contact me on 01937 846636.

Yours sincerely

Miss Brierley
PSHCE Coordinator

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OPT-OUT FORM ONLY : Student's Name:

I do **not** consent (please circle as appropriate) to my son/daughter taking part in the 'My Health, My School' Survey

Signed:.....

Date:.....