Dear Parents and Carers,

HEALTH RELATED BEHAVIOUR SURVEYS

Secondary and primary schools in Bath & North East Somerset, as in many other Local Authorities, are participating once again in a very important Health Behaviour Survey amongst young people. This is supported by the Local Authority and schools stand to benefit substantially through participation in the survey.

The survey data may prompt review of the curriculum and has also been used in a variety of ways including:

- as a starting point for discussion in classroom activities
- as a guide in the choice of resources
- as a prompt for appropriate timing of courses
- as a beginning for further enquiry to strengthen existing programmes, e.g. in PE & PSHE
- as a starting point for discussions between parents and schools

The survey method has been developed by the Schools Health Education Unit, Exeter and has been in use now for over 30 years. Over 3000 schools have used the survey, many of them regularly repeating it.

The questions concern a wide range of health behaviours, for example:

- Home and family
- Relationships, emotional health and well-being
- Tobacco, Alcohol
- Leisure and money
- Drugs
- Exercise
- Healthy Eating

The survey findings give the Local Authority a reliable database upon which they can objectively plan health care provision for young people. Links between the school and local services can be strengthened.

Each questionnaire is anonymous and confidential, and no pupil will be identified when the data is returned. Data Protection concerns are covered in the Privacy Notice for pupils, which can be found on the reverse of this letter.

I hope you will agree with us that this is an exercise in which we wish to co-operate fully. We will assume you give your approval unless we hear otherwise. A copy of the questionnaire is held in the school office, and if you would like to examine it you are welcome to do so by appointment.

The survey will be carried out in the next month.

Yours sincerely,

Bath and North East Somerset Council Public Health and School Nursing teams

Public_health@bathnes.gov.uk
Privacy Notice – school surveys

Who are you?
We are a research unit in South-West England. We have been asked by the school or the Council to help collect information from young people. www.sheu.org.uk

What will I be asked?
You will be asked about your habits and feelings, and other important things about you.
You will not be asked for your name or address, and please don't tell us!

Why do you want to know this?
The reports are used to plan lessons and services for young people, and to see what has changed since the last survey.
The school will see if your lessons fit in with what you and other young people tell us. They want to be sure what they are doing is right.

How will you use my information?
We will send reports to schools and the Council, showing them how many pupils gave different answers. The reports might say things like:
- 30% of pupils in this school had cereal for breakfast, but in the whole County the figure was 40%

How will you collect this information?
We are going to ask you questions in a questionnaire, on a website or in a printed booklet.

How do you keep this information?
Your answers will be kept safe on our computers. We keep records for many years, so that we can see how young people's lives are changing.

Are you allowed to do this? (‘legal basis for processing’)
The Council is allowed to collect information to help it plan and monitor things it does to support young people's education, health and wellbeing – the sorts of things it has to do (‘legal functions’ and ‘public interest’).
SHEU is allowed to use information to produce its reports as long as no-one can tell what answers you gave (‘legitimate interests’).

Who gets to see the information?
Only staff from SHEU and from the Council who need to see the information to do their job are allowed to see your answers. They won’t show your answers to anyone else. Everyone else sees only percentages. No-one in your school sees your answers.

BUT if you tell us something that makes us think you are in danger, we will have to tell your school that someone has said it, even if we can't find out who you are.
What are my rights?

You have the following rights:

- You have the right to be told how we use your information.
- You can request to see any personal information we hold about you.
- You can request for the information to be corrected or erased, and request that we no longer use it.
- You can withdraw any consent you have been given at any time.

But please note that we may not be able to find the responses you have given in an anonymous survey.

Where can I find out more information?

Please contact SHEU in the first instance if you have a question or complaint.

You can also find more information here:


Office of the Information Commissioner: https://ico.org.uk/


The UK Health and Social Care Act 2012:
http://www.legislation.gov.uk/ukpga/2012/7/contents/enacted/data.htm

The UK Education (Information About Individual Pupils) (England) Regulations 2013:
http://www.legislation.gov.uk/uksi/2013/2094/made