

Private and confidential

**School Public Health Service
Single Point of Access**

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January 2020

Letter reference: TLM (HAPI) Year 6 Parent Letter 2019

Dear Parent / Carer

In line with government policy, the School Public 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.

A member of the School Health Team may contact you following completion of the health, wellbeing and lifestyle behaviour review to offer health advice, information and support. We may also arrange to see your child as a result of their feedback or at their request.

If you do not wish your child to complete the online questionnaire please contact the team on the details above by Friday 24th January

All personal information collected from this questionnaire will be treated as confidential and held securely to meet with data protection 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 not be able to identify individual children from this data. The anonymous data may also be shared with other agencies to help improve services.

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

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

Letter reference: Year 6 Parent opt out 2019

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', with a long, sweeping flourish at the end.

Cathie Burton

Head of School Public Health and Immunisation Service