



**North West
Boroughs Healthcare**
NHS Foundation Trust

Our Ref: Lancaster year 6

Formby 0 – 19s Childrens Service
Formby Clinic
Phillips Lane
Formby
Merseyside
L37 4AY

Date: September 2018

Tel: 01704 395723

Dear Parent/Carer

In line with Government policy, the School Health Service is aiming to involve all children and their families in how health resources are effectively targeted in the future.

In order to achieve this, during this term your child will be involved in completing a simple online questionnaire about their health, wellbeing and lifestyle.

The questionnaire gathers the needs of children and young people as identified by them, and offers an opportunity for them to gain support at an early stage. Information from the completed questionnaires is collected via an online portal – HAPI (Health Awareness Prevention and Intervention) – that will help to identify any issues that may impact on the health and well-being of your child.

Once completed, the data is reviewed by Specialist Community Public Health Nurses (School Nurses) and your child may be seen at their own request or at the request of the School health Team if required.

In addition, any emerging themes are used to tailor a bespoke public health plan for the school so that group health education sessions can be delivered.

If your child has a special education need (s) and or disability, please contact your school nurse to discuss the suitability of questionnaire for your child and how we can best support them to complete if appropriate. The results of these questionnaires are

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Chairman: Helen Bellairs Chief Executive: Simon Barber
Trust Headquarters, Hollins Park House, Hollins Lane, Winwick, Warrington, WA2 8WA
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looked at in conjunction with the child's health record and will not affect any support a child or young person receives in relation to their disability or diagnosis.

The Trust takes the confidentiality of its Service Users very seriously and will only share person-identifiable information outside the organisation with the person's explicit consent, unless there is a legal reason to share without it.

The Trust will record routine information about your child, such as your child's full name, address, date of birth, sex, ethnicity, details of their GP and school and your details. The information will be held electronically and stored securely. The Trust's legal basis for collecting, using and storing information is to enable it to perform its public task in providing direct health care to its patients (and their carers where applicable).

If you would like further information on how the Trust handles and uses the information it collects, please see the Fair Processing Notice on the website (www.nwbh.nhs.uk). Alternatively, you can ask the Trust's Information Governance Team to send a copy to you, either by emailing IG@nwbh.nhs.uk or telephoning 01925 664485.

If you do not wish your child to take part in completing the online health questionnaire, please ensure you notify your child's School Teacher in writing of your wishes following receipt of this letter.

If you have any concerns or worries you wish to discuss, please contact your child's School Health Team on the above number.

Yours Sincerely

Dot Tinsley
Acting Head of Service – Sefton 0-19

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