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My Ref: JC/MT/KO
Your Ref:
Contact: Julie Calder
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Date: November 2021



Dear Parent/Carer,

Health and Wellbeing Census 2021

We are aiming to improve children's services in Renfrewshire. To help with this, the Scottish Government is asking primary and secondary schools to take part by asking children in Primary 5 (P5) to Secondary 6 (S6) about their lives and wellbeing. Your child will be asked to complete a short online questionnaire during class time.

The attached Privacy Notice (pages 3-6) provides you with additional information about the Census, how your child's information will be used by Renfrewshire Council and the Scottish Government and details of how you can learn more about this initiative. It also explains what to do if you do not want your child to take part in the survey. Your child will also be given a leaflet explaining the survey.

The results of the survey will be used to understand the health and wellbeing needs of children both at a local and national level. This will help to improve the way children's services are planned and delivered by Renfrewshire Council and our partners, such as education, health and voluntary organisations. The results will not look at children's responses on an individual basis, and any results produced will not enable an individual child to be identified.

You should be aware that the answers provided by your child will be linked to other data already held about your child. For example, data already held by the local authority (such as your child's sex, ethnic background, the area they live in, etc.). However, any data linkage will only be done for statistical and research purposes, and will also ensure that your child remains unidentifiable. For more information on data linkage, please consult the attached Privacy Notice.

Your child will not be asked to provide their name when answering the survey. However, your child will be asked to enter their Scottish Candidate Number (SCN) as this will then help for any data linkage for statistical purposes to take place. **Your child's name will not be linked to your child's answers.** Therefore, there will be no direct way your child or family can be identified from your child's responses.

As your child's answers are only to be used for statistical and research purposes, this means that nobody is allowed to use the information given by your child to actively look for children who might need help. However, if while analysing the data, Renfrewshire Council analysts see anything that they are particularly concerned about, they may need to do something in order to help those particular children. This would be the only time that the identity of children would be sought by identifying them from a separate database that includes children's names together with their Scottish Candidate Number, and for which the local authority has access to. This should **only** happen in **exceptional** circumstances so it is highly unlikely that anyone will actually need to identify your child.

You **do not have to do anything** if you are:

- happy for your child to take part in the survey and for their answers to be linked to other data for **statistical and research purposes**; and
- that you are aware that your child's identity will remain confidential unless a concern is identified for which your local authority may need to do something to help your child.

If, however, you **do not** wish for your child to take part in this survey, please complete the tear-off slip below and return it to the school within the next **10 days**. Please note that pupils aged 16 or over who do not wish to participate will require to complete and return the tear-off slip themselves.

Your child will also be able to choose not to take part in the survey if they do not wish to, even if you say they can.

More detailed information is enclosed. You can also find out more about the survey by visiting the Scottish Government's website: <https://www.gov.scot/publications/health-and-wellbeing-census-2/>

Alternatively, you can contact your school for more information.

Yours sincerely



Julie Calder
Head of Service (Curriculum and Quality)

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HEALTH AND WELLBEING CENSUS (for opt out only)

Where pupil is under the age of 16 (to be completed by parent/carer):

I **do not** wish (print name of child in capital letters) to take part in the Health and Wellbeing Census.

Signed Date/...../.....

Name Relationship to child

Child's year group: P5 / P6 / P7 / S1 / S2 / S3 / S4 / S5 / S6 (please circle one)

Where pupil is over the age of 16 (to be completed by pupil):

I (print your name in capital letters) **do not** wish to take part in the Health and Wellbeing Census.

Signed Date/...../.....

Year group: S5 / S6 (please circle one)