

**Headteacher**

John Galvin

**Petworth CofE Primary School**

South Grove, Petworth,  
West Sussex, GU28 0EE

**Tel:** 01798 342369

**Fax:** 01798 343195

**E-mail:** [office@petworth.w-sussex.sch.uk](mailto:office@petworth.w-sussex.sch.uk)

**Website:** [www.petworth.w-sussex.sch.uk](http://www.petworth.w-sussex.sch.uk)

---



2<sup>nd</sup> April 2025

Dear Parents,

### **School Health Check Survey**

We are writing to let you know that Petworth CofE Primary School is participating in the West Sussex School Health Check this term. The School Health Check is being organised by West Sussex County Council's Public Health team in partnership with the [Schools and Students Health Education Unit \(SHEU\)](#).

What is the School Health Check?

The School Health Check is an online anonymous county-wide survey which will ask students in years 4, 6, 8, 10 and 12 a range of questions on their health and wellbeing across the County.

Why is this being done?

The results of the School Health Check will provide vital information for schools to better understand the health and wellbeing of their students. Data will also be collated at a county-wide level which will be used to inform services and support for children and young people living in West Sussex.

How will my child/ren be involved?

If your child/ren is in year group 4 and/or 6 they will be asked to complete the survey at school, supported by the teaching staff. Students will be told that this is a confidential survey, and they cannot be identified by the information that is collected. They are also asked to speak to a member of school staff or other trusted adult if participating in the survey makes them feel worried or concerned. Data Protection concerns are covered in the attached Privacy Notice for pupils.

The School Health Check will be approved by the West Sussex County Council's Research Governance and Consultation Quality Assurance process before students are asked to participate.

The School Health Check does not require parental permission to participate, but you do have the right to opt your child/ren out of taking part. If you **do not** wish your child/ren to take part, please contact your school using the following contact details: [office@petworthprimary.co.uk](mailto:office@petworthprimary.co.uk).

Please note that if you are happy for your child/ren to participate in the School Health Check you do not need to contact their school.

If you have any further questions regarding the School Health Check, please email [schoolhealthcheck@westsussex.gov.uk](mailto:schoolhealthcheck@westsussex.gov.uk)

Yours sincerely,

West Sussex County Council's Public Health Team

## Privacy Notice – school surveys



### 1. 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](http://www.sheu.org.uk)

### 2. 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!



### 3. 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. We want to be sure what we are doing is right.

### 4. 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%



### 5. How will you collect this information?

We are going to ask you questions in a questionnaire, on a website or in a printed booklet.



### 6. 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.



### 7. 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').

### 8. 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.

### 9. What's next?



If you agree with all this, please tick the box at the start of the survey. If not, don't take part.

You can leave out any questions you don't want to answer, and you can stop at any time.

Later, if you want to see what we know about you, you can ask, and you can tell us to delete it. But remember, we might not be able to find your answers.