



BRIDLINGTON SCHOOL

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8th January 2021

Headteacher's Weekly Roundup Newsletter: Week 15

Dear Parent/Carer,

Thank you for getting our students into great learning habits this week. It has been a very turbulent week given last minute cancellations of attending school in person and cancelled exams. Please pass on huge praise to our students.

We have now posted large A4 envelopes of physical learning materials to every student from Year 7 to 11. These physical packs support student's home learning which is being uploaded by teachers on Show my Homework along with Loom recorded lessons. The envelope also contains instruction for you and your child about getting logged into class charts. Please do follow the timescale in the letter. We have allowed next week for the post to arrive as we appreciate that post is currently slow.

NHS Test and Trace: COVID-19 testing for Staff and Students in School

The main information in this letter is to update you on school lateral flow testing.

Earlier this week I informed you that asymptomatic testing for those without coronavirus symptoms is required to be rolled out in schools across the country using new, quicker COVID-19 tests known as 'lateral flow devices'.

Up to one third of people (1 in every 3 people) who have coronavirus are asymptomatic (show no symptoms). Schools are required to provide testing to help to reduce the spread in school through asymptomatic transmission. This letter is to help give you more information about the testing programme.

I want to reassure you participation is voluntary and that any test requires parental consent. Your child can still attend school if they do not take part in the schools testing programme.

What are the two strands to the testing?

Students and staff can be tested weekly as they return to school.

Any staff member or student who has come into contact with a positive case and been identified as a close contact can be tested daily for 7 days to allow them to remain in school rather than have to self-isolate.



How do the tests work?

The Lateral Flow Tests will be offered free of charge. For information about how the test works see this video <https://twitter.com/i/status/1328387524490911745> (if you have trouble with the link please try copying and pasting the link into your browser)

Students will administer the test to themselves using a swab of the nose and throat. Taking the test will be supervised by trained staff and volunteers. Results take about half an hour and will be shared with the student and parent / guardian.

What if my child tests positive?

If your child tests positive on a lateral flow device, they will be informed of the result and isolated. Parents / carers will be contacted (email/text/telephone) to collect your child from school immediately. Your child must self-isolate and take a further polymerase chain reaction test (PCR test) to confirm the result. These can be completed at a test centre or we will be able to provide a PCR test kit which can be posted the same day. Your child must self-isolate until they get the results of their PCR test. You would report the PCR test result to school in the normal way.

What happens if the test is negative?

You will not be contacted. Your child will be informed of the result.

While a small number of students may need to repeat the test if the first test was invalid or void for some reason, students who test negative will be able to stay in school and resume their activities as normal.

What if my child has been identified as a close contact with someone in school who tests positive?

You will be informed that your child has been identified as a close contact.

If you have consented to your child taking a lateral flow test then they can be tested each day for a maximum period of 7 days. If each day they test negative they will be able to stay in school.

There may be instances where close contacts are identified and contacted by NHS Test and Trace. In this instance and if consent has been given they are able to participate in the school's daily contact testing.

What if my child develops symptoms?

Do not attend school.

If your child develops symptoms at any time (including a high temperature; a new, continuous cough; or a loss or change to their sense of smell or taste) they must immediately self-isolate, and book a test by calling 119 or visiting <https://www.gov.uk/get-coronavirus-test>.

This testing programme at school is only for people with no symptoms.

I do not want my child to participate in lateral flow testing. What do I do?

Testing is voluntary and require parent and student to consent to the test.

Any student who does not take part in testing will still be able to attend school unless they develop symptoms or have been in close contact with a positive result.

Your child does not have to participate in lateral flow testing to be able to attend school. If you do not want your child to take the test then do not give consent.

Your child can refuse the test if they do not wish to participate.

If your child is identified as a close contact and you do not want them to take part in daily/serial contact testing will follow the usual national guidelines and must self-isolate for 10 days

Where is my child's data stored?

All data relating to lateral flow testing in school is uploaded to NHS Track and Trace. For details please see the student privacy notice attached.



When will the testing start?

Pilot staff testing will begin w/b 11th January. This will enable us to iron out any issues in the processes. We are hoping to be able to test students in skeleton school the following week. We will roll testing out to the wider school population as we prepare for students return to school.

My child is attending skeleton school for vulnerable or key worker children. What do I do?

Your child is still booked in for their place in skeleton school. Keep sending your child to skeleton school as per normal arrangements.

I want my child who is attending skeleton school to get tested weekly. What do I do?

If you wish for your child to participate in the testing as soon as we have it up and running please discuss this with your child and give your consent on the following consent form. Please complete this by Thursday 14th January.

https://forms.office.com/Pages/ResponsePage.aspx?id=iZ2mCbEflEuLKoA0E_AyUoLwdRxlZtFhjlfiNyOoPJUQVFMSzc5VEpDNVRRUEVKNURCMU9ER1BWNC4u

- For students younger than 16 years this form must be completed by the parent or legal guardian. Please complete one consent form for each child you wish to participate in testing.
- Students over 16 ,who are able to provide informed consent, can complete this form themselves, having discussed participation with their parent / guardian if under 18.

Students will attend their normal skeleton school class bubble and will be directed for testing from there.

I want my child to attend skeleton school but I do not want them testing. What do I do?

Your child can still attend skeleton school as planned simply do not give your consent.

How many times will I have to give consent as a parent?

Once

What happens if I have given consent as a parent / carer and my child does not give consent on the day?

Your child will not be tested. If they have been identified as a close contact of a positive case then you will be contacted to inform them they must self-isolate according to national guidelines for 10 days.

Will school test over the weekend if it is for 7 days?

No. If the daily testing carries over a weekend and day 7 would be on a Saturday or Sunday then the student would attend the test centre on the Monday morning and wait to receive a negative results before attending lessons.

Does the lateral flow test work on the new variant?

Yes

NEXT STEPS:

- Please watch the video - <https://twitter.com/i/status/1328387524490911745> (if you have trouble with the link please try copying and pasting the link into your browser)
- Refer to the privacy notice below
- Read the consent form and complete it if your child is attending skeleton school and you want them to participate in testing

https://forms.office.com/Pages/ResponsePage.aspx?id=iZ2mCbEflEuLKoA0E_AyUoLwdRxlZtFhjlfiNyOoPJUQVFMSzc5VEpDNVRRUEVKNURCMU9ER1BWNC4u



If your child is currently attending skeleton school please discuss this testing with your child and complete the consent form by Thursday 14th January 2021 if you would like your child to be able to access the testing.

I will be writing to you again with further information and updates.

If you have any questions about any of this, please don't hesitate to contact me on office@bridlingtonschool.org.uk

Yours sincerely,



Mrs K Parker-Randall
Headteacher





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Bridlington School – COVID-19 Testing Privacy Statement

Ownership of the Personal Data

To enable the Covid-19 testing to be completed at Bridlington School, we need to process personal data for students taking part, including sharing of personal data where we have a legal obligation.

Bridlington School is the Data Controller for the data required for processing the tests and undertaking any actions which are needed by the school to ensure we meet our public health and safeguarding legal obligations. All data is processed under Section 175 of the Education Act 2002 for maintained schools or under Section 3 of the Non-Maintained Schools Regulations 1999 for non-maintained schools. Data Controllorship is then passed to the Department for Health and Social Care (DHSC) at the point that we transfer data to them.

Personal Data involved in the process

We use the following information to help us manage and process the tests:

- Name
- Date of birth (and year group)
- Gender
- Ethnicity
- Home postcode
- Email address
- Mobile number
- Unique barcode assigned to each individual test and which will become the primary reference number for the tests
- Test result
- Parent/guardians contact details (if required)

We will only use information that is collected directly from you specifically for the purpose of the tests, even if you have previously provided us with this information.

How we store your personal information

The information will only be stored securely on local spreadsheets in school whilst it is needed. It will also be entered directly onto DHSC digital services for the NHS Test and Trace purposes. Schools will not have access to the information on the digital service once it has been entered.



Processing of Personal Data Relating to Positive test results

The member of staff, pupil, student or parent (depending on contact details provided) will be informed of the result by the school and advised how to book a confirmatory test.

The school will use this information to enact their own COVID isolation processes without telling anyone who it is that has received the positive test.

The information will be transferred to DHSC, who will share this with the NHS, GPs. PHE and the Local Government will use this information for wider test and trace activities as well as statistical and research purposes.

This information is processed and shared under obligations set out in Public Health legislation under Regulations 3(1) and (4) of the Health Service (Control of Patient Information) Regulations 2002 (COPI) which allows the sharing of data for COVID related purposes.

This information will be kept by the school for up to 14 days and by the NHS for 8 years.

Processing of Personal Data Relating to Negative test results

We will record a negative result and the information transferred to DHSC, NHS. PHE and the Local Government who will use the information for statistical and research purposes.

This information is processed and shared under obligations set out in Public Health legislation under Regulations 3(1) and (4) of the Health Service (Control of Patient Information) Regulations 2002 (COPI) which allows the sharing of data for COVID related purposes.

This information will be kept by the school for up to 14 days and by the NHS for 8 years.

Processing of Personal Data relating to declining a test

We will record that you have declined to participate in a test and this information will not be shared with anyone.

Data Sharing Partners

The personal data associated with test results will be shared with

- DHSC, NHS, PHE – to ensure that they can undertake the necessary Test and Trace activities and to conduct research and compile statistic about Coronavirus.
- Your GP – to maintain your medical records and to offer support and guidance as necessary
- Local Government to undertake local public health duties and to record and analyse local spreads.

Your Rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.



Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact Helen Evans, Data Protection Officer at dataprotection@bridlingtonschool.org.uk, or by phone 01262 672593, or post; Bridlington School, Bessingby Road, Bridlington, YO16 4QU, should you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to Helen Evans, Data Protection Officer at dataprotection@bridlingtonschool.org.uk, or by phone 01262 672593, or post; Bridlington School, Bessingby Road, Bridlington, YO16 4QU.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

