



28 July 2021

Dear Parent/Carer

### **Rapid COVID-19 Testing of staff and pupils – Lateral Flow Device Tests**

The purpose of this letter is to explain the Department for Education's requirement for schools to conduct Covid-19 testing. In accordance with the latest government guidance, a mass testing programme for all pupils and staff using COVID-19 tests known as lateral flow tests is being reintroduced. The test is **voluntary**, but we would encourage all pupils to be tested in this way on their resumption of studies in September. Parental consent is required before a student can be offered a test. The link for the online form is [Covid-19 Online Consent Form](#) and the privacy notice is attached at the end of this letter. If consent was given during the first round of mass testing in March then **no further action is needed.**

Schools have been provided with the test kits to conduct the testing and a testing facility has been set up in School. School staff have been trained as appropriate to administer the tests. Lateral Flow testing supports mass testing of the population. The Lateral Flow Test is a quick, safe and easy-to-use test which is administered in School. These tests are currently being used for home testing. This would then be followed up with the Laboratory (PCR) test for confirmation, if the Lateral Flow returns a Positive result. Further guidance continues to be available from our website <https://bhsweb.co.uk/covid-19>.

The aim of the testing programme is to test as many secondary pupils and students on their return to school for the Autumn term as possible. This means two LFDs tests three to five days apart. All Bramhall High School students will therefore be offered two LFD tests on their return to school in September.

We will begin the testing of Bramhall High School students from Wednesday 1st September 2021. The provisional times are below and will be confirmed as we approach September in a further communication.

**Wednesday 1st September 1.30pm to 3.30pm Year 7.**

**Thursday 2nd September 11am to 1pm Year 8.  
2pm to 3.30pm Year 9.**

**Friday 3rd September 10am to 11.30am Year 10.  
12pm to 1.30pm Year 11.**

We intend to test pupils prior to their first day back into school and then again 3-5 days later. Students will be able to administer the test themselves with the supervision and support of a trained member of staff.

### **Why do pupils and students need to do 2 tests on site when they return in Autumn?**

Testing on return is the most effective way to reduce the risk of transmission and support the continuation of face-to-face education. Identifying positive cases on return in the autumn is important, given that most students will not be testing over the summer and will need to re-establish the habit of regular twice weekly testing.

Testing on site on return will also give new pupils and students the opportunity to get used to swabbing in a supervised environment before moving to twice weekly testing at home. For example, primary pupils in Year 6 transitioning into Year 7 in secondary school who do not have experience of the education testing programme.

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**Is testing compulsory?**

Testing is voluntary; however, we would strongly encourage everyone to join in the asymptomatic testing programme to help break transmission links by identifying those that may be carrying the virus unknowingly.

**Positive Cases**

Students with a positive LFD test result should self-isolate in line with the stay-at-home guidance. They will also need to take a confirmatory PCR test to check if they have COVID19. Whilst awaiting the PCR result, the individual should continue to self-isolate. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the LFD test and the student can return to school, as long as the individual doesn't have COVID-19 symptoms.

**Close Contacts**

From September, close contacts will be identified via NHS Test and Trace rather than the school. Contacts will only be traced where the positive case specifically identifies the individual as being a close contact. Children will no longer be required to self-isolate, if they are contacted as a close contact of a positive COVID-19 case. Instead, they will be advised to take a PCR test.

**Home Testing**

Following the two initial tests on site, students will collect their test at home kits and start testing at home, twice weekly.

Please email any question regarding the testing process to [medical@bramhallhigh.stockport.sch.uk](mailto:medical@bramhallhigh.stockport.sch.uk). Please note that this email address will not be checked until Monday 23<sup>rd</sup> August.

Kind regards

*P Williams*

**Paul Williams**  
**Headteacher**

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## **Bramhall High School – COVID-19 Testing Privacy Statement – Staff/Students** **Ownership of the Personal Data**

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

Personal data relating to tests for pupils/students is processed under article 6 (1) (e) of the UK GDPR (public task). This is based on the School's proprietor's official authority for the conduct of the school. Section 175 of the Education Act 2002 and paragraph 3 of Schedule 1 to the Education Act 2002 for maintained schools is also relevant.

If you decline a test, we record your decision under the legitimate interest of school in order to have a record of your decisions and to reduce unnecessary contact with you regarding testing. The processing of special category personal data is processed under the provisions Section 9.2(i) of GDPR, where it is in the public interest on Public Health Grounds. This data is processed under the obligations set out in Public Health legislation (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 and where it is carried out by a health care professional or someone who owes an equivalent duty of confidentiality to that data.

Data Controllorship is then passed to the Department for Health and Social Care (DHSC) for all data that we transfer about you and your test results to them. For more information about what they do with your data please see the Test and Trace Privacy Notice. The establishment remains the Data Controller for the data we retain about you.

### **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.

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### **How we store your personal information.**

The information will only be stored securely on local spreadsheets in school/college whilst it is needed. It will also be entered directly onto DHSC digital services for the NHS Test and Trace purposes. Schools/colleges 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 student or parent (depending on contact details provided) will be informed of the result by the school/college and advised how to book a confirmatory test. We 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/college 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/college 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 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 [rbaker@bramhallhigh.stockport.sch.uk](mailto:rbaker@bramhallhigh.stockport.sch.uk) if you wish to make a request.

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## **How to complain**

If you have any concerns about our use of your personal information, you can make a complaint to us at [rbaker@bramhallhigh.stockport.sch.uk](mailto:rbaker@bramhallhigh.stockport.sch.uk).

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

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