

Date:

Dear Head Teacher/ PSHE Coordinator of «School_Name»,

The Leicester Children and Young People Health and Wellbeing Survey 2015

We are writing to invite your school to participate in an important Health and Wellbeing survey that we are undertaking of children and young people in Leicester. The purpose of the survey is to better understand the experiences and behaviour of children and young people and to help with planning relevant and responsive services for them.

The survey is mainly targeted at Year 6 in primary schools and Years 8 and 10 in secondary schools. The questions to be covered address a number of health and lifestyle topics, including physical health, oral health, sense of wellbeing, family and peer relationships, bullying and use of social media. Participating schools will receive an individual school report presenting data entered by their students, at no cost. Individual reports will not be shared with any other organisation, however schools may choose to do so e.g. submitting evidence to OFSTED.

The Schools Health Education Unit (SHEU) will be undertaking the survey on our behalf. The SHEU work with hundreds of schools each year (www.sheu.org.uk) and have previously successfully undertaken surveys in Leicester. Further details of what is involved with the survey can be found overleaf.

We hope that your school will value participation in this survey. If you have any queries, please contact the research manager at SHEU, Dr. David Regis (david.regis@sheu.org.uk). To participate, please complete the attached form and return it to David as soon as possible but no later than Friday 16th of October.

Yours sincerely



Ruth Tennant

Director of Public Health

Frances Craven

Strategic Director, Children's Services

Leicester's Children and Young People's Health and Wellbeing Survey

Briefing Sheet

This survey is being carried out by SHEU on behalf of Leicester City Council and targeted at children in years 6, 8 & 10. The majority of the data will be collected from pupils in a school setting, with the whole of year 6 being invited to participate and 4 classes from years 8 and 10. The survey will be conducted online, although paper copies can also be made available.

How will the information be collected and used?

- Pupils will complete the questionnaire anonymously (online or by paper).
- SHEU will alert the school to any safeguarding issues that may arise in any particular cohort of participants.
- Only selected officers of the Council (the immediate research team) will have access to school-level figures.
- Results from individual schools will be collated and shared with the participating school only.
- Results collated from all schools across the city will be generated into reports and shared to facilitate commissioning and planning decisions.

Participating schools are asked to:

- **Indicate an interest in participating by email or post as soon as possible.**
- Provide a named contact for a member of staff to liaise with SHEU in undertaking the survey.
- Brief Governors, colleagues, parents/guardians and pupils about the survey (materials will be provided).
- Provide parents/ guardians with the opportunity to withdraw consent for their child to participate (materials will be provided).
- Dedicate approximately 40/45 minutes of class time for the children to complete the questionnaire.
- Ask staff supervising the survey to complete a briefing at the end of the process.

The schools will receive:

- All materials needed for the survey including letters for parents/guardians, briefing notes for staff, questionnaires and feedback forms.
- Online access to a results service.
- Online access to the action planning software.
- A unique report detailing the responses of children attending your school in comparison with the city picture.

Please note that the survey will take place in the late autumn term or early in the spring term.

For further information, please contact:

Schools Health Education Unit (SHEU)	Leicester City Council	The Leicester City Secondary Education Partnership
Dr. David Regis	Kate Huszar	Simon Catchpole
Research Manager 3 Manaton Court Matford Park Exeter Devon EX2 8PF Tel. (01392) 66 72 72 Fax. (01392) 66 72 69 Email: david.regis@sheu.org.uk	CYP JSNA Project Manager Public Health 4 th Floor Halford Wing City Hall 115 Charles Street Leicester LE1 1FZ Tel: (0116) 4542494 Email: kate.huszar@leicester.gov.uk	Director Soar Valley Training Centre Gleneagles Avenue Leicester LE4 7GY Tel: 0116 2211980 Email: scatchpole@svc-eicester.org.uk

LCC- Health and Wellbeing Survey 2015– reply slip

YES . I would like my school «**School_Name**» to take part in the Leicester Schools Health and Wellbeing Survey 2015.

Signed

Position

Please give us contact details for a member of staff who will be leading on this survey

NAME

POSITION

EMAIL

TELEPHONE

Alternatively, if you do not wish to take part, please let us know why:

.....