

## NHS Test and Trace: COVID-19 Lateral Flow Testing for students in schools Frequently Asked Questions

### **Why are the tests being used?**

Up to one third of people who have coronavirus are asymptomatic. Along with other protective measures, by testing we will help to reduce the possible spread in school through identifying asymptomatic cases and therefore transmission. We are strongly encouraging those returning to school to be tested.

### **Will the students have to do tests at school every week from now on?**

No. We will be testing all students whose parents consent three times in total starting with two tests in the week beginning 8<sup>th</sup> March 2021. During this week virtual learning will still be timetabled but students will be invited in to school twice ensuring a 3-day gap between tests as advised by the government. Once the test has been completed they will return home to complete their planned virtual learning activities. Their third test will be in the week beginning 15<sup>th</sup> March when they are back in school in lessons. Once they have completed their three tests the Government will provide home test kits for families to complete the tests twice per week at home.

### **Can the school force my child to be tested?**

No. We can only complete the tests if we have your consent. We believe that the more students and staff we are able to test the safer we make the school for everyone so we are very keen for all parents to consent. If you are happy for your child to be tested, please complete the online consent form (one per student) which can be accessed via: <https://bit.ly/3qWlcah> by **Monday 1st March**. Non-returns will count as consent not given.

### **How do the tests work?**

Those taking the test will be supervised by well-trained Barr's Hill staff. We know the students well and can support them with doing the test. The 'lateral flow' tests are quick and easy using a swab of your nose and throat. For under 18s, staff can oversee the swab process. You can see a video here <https://youtu.be/FZwZSvuqsf4> of Mrs Hammett going through the testing centre so you and your child can see what it looks like and how it works.

### **How do we find out the results?**

Results (which take around half an hour from testing) will be shared directly via text or email from NHS Test and Trace, for those students under the age of 16 messages will go to parents or legal guardians

### **What if my child tests positive?**

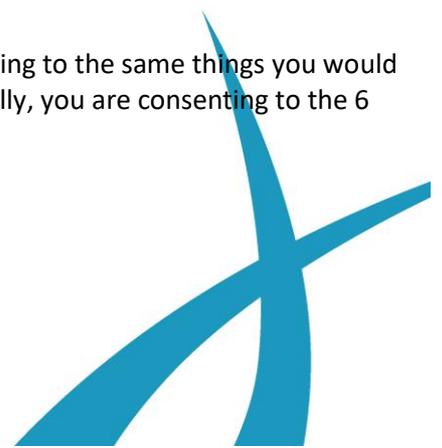
If a pupil tests positive on a lateral flow device, they will need to self-isolate for 10 days and follow the guidance from NHS Test and Trace. You will be informed of test results via text/email. This is done via the national NHS Test and trace system.

### **What happens if the test is negative?**

While a small number of pupils may need to repeat the test if the first test was invalid or void for some reason, pupils who test negative will be able to stay in school and resume their activities as normal. You will be informed of test results via text/email. This is done via the national NHS Test and trace system.

### **What precisely am I giving consent for?**

The tests are part of the national system run by NHS Test and Trace. You are consenting to the same things you would consent for if you went for a PCR test through the national booking system. Specifically, you are consenting to the 6 things below.



1. I have had the opportunity to consider the information provided by the school about the testing, ask questions and have had these answered satisfactorily and I have seen the privacy notice.
2. In the case of under 16s, I have discussed the testing with my child and my child is happy to participate. If on the day of testing they do not wish to take part, then they will not be made to do so and consent can be withdrawn at any time ahead of the test.
3. I consent to having / my child having a nose and throat swab for a lateral flow test.
4. I consent that my / my child's sample(s) will be tested for the presence of COVID-19.
5. I understand that if my child / my result(s) are negative on the lateral flow test I will not be contacted by the school except where they are a close contact of a confirmed positive case
6. I consent that if a pupil tests positive on a lateral flow device, they will need to self-isolate for 10 days and follow the guidance from NHS Test and Trace.

### **Do I have to pay for the tests?**

No. Testing is free of charge as it is funded by the Government.

### **What if staff or students have been in close contact with someone in school who tests positive?**

This will work the same as it did while we were open before. The staff member or student will be notified that they are a close contact by the school and will need to self-isolate for 10 days in line with Government guidance.

### **What if my child develops symptoms?**

This testing programme at school is for people with no symptoms. 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 through the national system by calling 119 or visiting <https://www.gov.uk/get-coronavirus-test>.

### **Is there anything I need to do to prepare for the test?**

Ensure you have filled out the consent form. Your child should not eat or drink anything 30 mins prior to taking the test as it can affect the result. We will remind them of this when they arrive in school.

### **How is my data kept private?**

#### **Ownership of the Personal Data**

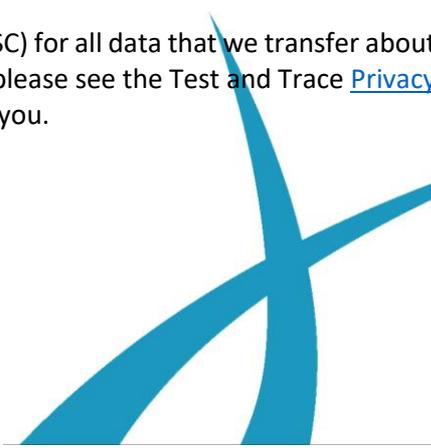
To enable the Covid-19 testing to be completed at Barr's Hill School, we need to process personal data for staff and students taking part, including sharing of personal data where we have a legal obligation. Barr's Hill School is the Data Controller for the data required for processing the tests and 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 students is referenced within Section 175 of the Education Act 2002 for maintained schools and Regulations 2014 applicable to academies

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. 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.

## **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, 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.

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 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 our data champion at:

Email: [smith.r2@barrshill.coventry.sch.uk](mailto:smith.r2@barrshill.coventry.sch.uk) Tel: 024 7623 460 if 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 us by contacting the School Operations Director at:

Email: [beasley.c@barrshill.coventry.sch.uk](mailto:beasley.c@barrshill.coventry.sch.uk) Tel: 024 7623 460

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

