

Birmingham Secondary Schools Wellbeing Census

Parent/Guardian Information Sheet

Your child's school has agreed, in collaboration with Birmingham City Council, to carry out a yearly measurement of the emotional well-being of their pupils. This work is supported by the University of Warwick Youth Mental Health Research Team.

Please take time to read the following information and feel free to ask the Wellbeing Lead at your child's school or the research team any questions you may have.

What is the purpose of the wellbeing census?

We hope to use the data collected in the census to better understand the on-going emotional well-being of children and young people in schools in Birmingham. We can then use this data to inform future policies and help schools and services to better provide support to young people in the city. We can also use this data to evaluate current and future interventions that support young people in the city and try find out what works and is useful regarding their wellbeing.

What is data is being collected?

We have purposely chosen to collect wellbeing data as it is a positive and low risk way for young people taking part (you can see the actual questions that are asked from the link below). The wellbeing data is collected via a survey called the 'Warwick-Edinburgh Wellbeing Scale'. This easy to use, positively worded wellbeing questionnaire has been tested as safe to use with young people. You can find out more about this scale via the following link (you can ask your school to provide copies also)

Warwick-Edinburgh Wellbeing Scale

<https://warwick.ac.uk/fac/sci/med/research/platform/wemwbs>

The survey also collects data from 4 questions on school connectedness, which seeks to find out how connected and safe a young person feels at school.

Your child's school will also share some basic information they already collect with the research team; This data includes the Unique Pupil Number which are unique to pupils but are "blind codes" i.e. they do not contain any identifiable data in their code (a similar example would be a National Insurance Number). The survey uses Unique Pupil Numbers to link pupil data year after year and not to personally identify them. Other data collected is school year, ethnicity, sex, year group and/or age, registered special educational needs and/or disability, and whether they receive free school meals or not. All the data collected from schools is pseudonymised (i.e. information is coded and no names are recorded) and securely saved on an encrypted server.

How will the wellbeing census be carried out?

The wellbeing census is for all pupils attending your child's school. The census is in a digital format and will be completed on computers or tablets provided by your child's school (it can also be completed on smartphones if necessary). Teachers will be on hand to support pupils if needed. Each session will take place during the school day and will be carried out under the supervision of a teacher. Sessions should take a maximum of 20 minutes.

The census compliments broader government initiatives around improving social and emotional wellbeing in schools. Ultimately, we want every child aged 8 years and above, attending a Birmingham primary or secondary school, completing the census every year so they can be given a voice in shaping regional and localised wellbeing approaches.

Does your child have to take part?

All pupils will be included; however, if you would prefer your child not to take part, you can do so by informing your child's school. This will remove your child from the measurement. However, their UPN will be stored on a secure database as a record of the decision to not take part.

What will happen if I don't want my child to carry on being part of the study?

Taking part in this research is entirely voluntary and choosing to withdraw from the research without giving a reason, will not affect you or your child in any way. To withdraw please tell your child's teacher who can tell the researchers; the school will supply a unique ID which identifies your child so that their record can be deleted. Parents or pupils can withdraw at any time however depending on when your request is made, your child's anonymised information may already be a part of published reports.

Is it confidential?

All personal information collected will be confidential and pseudonymised before it is shared with Birmingham City Council and the University of Warwick Youth Mental Health Research Team. The purpose of the measurement is not to identify individuals but provide whole school data over time to better inform and improve wellbeing in pupil's schools and across the city.

What happens to the information from the measurement?

The findings from this study will be analysed by University of Warwick Youth Mental Health Research Team and which will in turn be shared with Birmingham City Council. The survey findings will also be written up into reports that can then be shared further and published to improve understanding in the area of school wellbeing. This will be done without reference to any named individuals. In the future, all of the findings may be added to the National Pupil Database or used by other researchers. This can help to make wellbeing support in schools better in the future. In these cases, any research team wanting to use your child's data will need to prove to a team of research safety experts that they will be using it safely (this is called ethical approval). In addition to ethical approval, you, your child or your child's school may need to agree to the findings being used again.

Your data rights

For further information, please refer to the Birmingham City Council privacy notice which is available here:

https://www.birmingham.gov.uk/info/20154/foi_and_data_protection/384/privacy_statement/15

Who should I contact if I wish to make a complaint?

Any complaint about the way you have been dealt with during the study or any possible harm you might have suffered will be addressed. Please address your complaint to the person below, who is a senior University of Warwick official entirely independent of this study:

Head of Research Governance

Research & Impact Services
University House
University of Warwick
Coventry
CV4 8UW
Email: researchgovernance@warwick.ac.uk
Tel: 02476 575733

If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer who will investigate the matter:

The council's Data Protection Officer can be contacted as follows:

Corporate Information Management Team
PO Box 16366 Birmingham
infogovernance@birmingham.gov.uk

If you are not satisfied with our response or believe we are processing your personal data in a way that is not lawful you can complain to the Information Commissioner's Office (ICO).

If you have any questions about the measurement or want to know more, please email: Deborah.j.benjamin@birmingham.gov.uk

Thank you very much.