

Dear Parents and Carers

COVID SALIVA TESTING FOR CHILDREN WITH SPECIAL EDUCATIONAL NEEDS

As a school we want to do all we can to minimise the spread of Covid 19 and keep your children and our staff safe.

One of the best ways of achieving this is through regular testing. I am pleased to say we are now able to provide our pupils with saliva tests, which are a more simple and less uncomfortable way to be tested for Covid. We know that the nose and throat tests in general use can be very difficult to administer for some of our pupils, so this is a welcome development that we hope our families will support.

We are working with the Norfolk and Norwich University Hospital NHS Foundation Trust, to provide these tests, known as LAMP tests, for our pupils and staff. These tests are approved by the UK Health Regulators. You can find out more about the LAMP Testing from the questions and answers factsheet further below.

LAMP tests require pupils to provide a fresh saliva sample, by spitting into a pot that will be tested in a laboratory. Samples could be done at home first thing on a Tuesday, before your child eats or drinks anything (including water) and before they brush their teeth or use mouth rinse or could be done in school as long as they have not eaten anything for an hour. I have attached the LAMP test instructions for you to read.

We would like to offer this weekly test to your child. We would really like your child to take up this opportunity to help keep our school community as safe as possible. However, all testing remains voluntary.

To take part you need to register with an online NHS portal <https://lantern.nhs.uk/> the first time a sample is taken. I have attached a privacy notice with information about how this data will be used. If you would prefer your child to do this in school, we are happy to register them for the first time.

It might be that you need school staff to help your child with the test, because it isn't possible at home. If this is the case, then there is a box you can tick on the attached form.



The Parkside School is supported by Parkside Community Trust

Head Teacher: Mrs C Ellis-Gage
Chair of Governors: Mr S Hobbs

College Road ■ NORWICH ■ Norfolk ■ NR2 3JA
Telephone: 01603 441126
Email: office@parkside.norfolk.sch.uk

Please complete and return the acknowledgement slip below by Wednesday, 10 November 2021:

I acknowledge that my child (child's name) will take part in the weekly LAMP testing for COVID

I prefer to register my child myself for LAMP testing and my child will take the samples myself at home. (tick if applicable)

I prefer for my child to complete their weekly LAMP test at school and for the school staff/medical staff from Norfolk and Norwich University Hospital NHS Foundation Trust to help my child give their sample. I understand that this will mean the school, on my behalf, registering my child for a LAMP test user account with NHS Norfolk and Norwich University Hospital.

Name

Signed (parent/carer)

Child's NHS Number: (10 digits)



Appendix 1 – Facts and question

How do I register my child?

There is an accompanying help sheet with this letter showing how to register.

Is LAMP testing safe?

Yes – LAMP testing is completely safe and has been approved for medical use. Your child only needs to spit into a pot. This means no more swabbing.

Why do I need to register my child for LAMP tests?

LAMP tests need to be processed in a laboratory by trained staff at the hospital. This means that the hospital need to know who the sample belongs to.

When I register for LAMP testing it asks for my mobile number and email address. I don't have a mobile phone or email address. Can my child still be part of the testing?

Yes – If you contact us at school – 01603 441126 - we can register your child on your behalf and let you know the results of the test. Your child will need to give their sample at school. Please make sure you have ticked the box *'I would like my child to complete their weekly LAMP test at school and give my permission for school staff or medical staff from Norfolk and Norwich University Hospital NHS Foundation Trust to help my child give their sample'* on the permission form that came with this letter.

I don't have internet, how can my child be tested?

Yes – If you contact us at school – 01603 441126 - we can register your child on your behalf and let you know the results of the test.

Why do the hospital tell test and trace if the LAMP test is positive?

LAMP tests are an accurate way to tell if a person has COVID-19 and does not need another test to confirm this. The laboratory is required by law to report any positive cases of COVID-19 to allow NHS Test and Trace to find any close contacts and provide you with advice on what to do.

Can I sometimes do the test at home with my child and sometimes ask the school to do it for me? No – When you register for LAMP testing, your email address and mobile number are used to log in to the account to register a sample to your child. The person registering the sample must have access to the email address and phone number that the account is registered under.

I don't want my child to do LAMP tests, can they still for lateral flow tests (LFD).

Yes, they can. You do not need to lateral flow tests if the child is doing LAMP tests.



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I am worried about providing my child's personal information so they can have a test.

The safety of personal information is very important. Your child's personal information will be as safe as if you visited hospital for treatment. You can speak to someone about how your child's personal data is used by contacting Vimmi Lutchmeah-Beeharry on VIMMI.LUTCHMEAH-BEEHARRY@nnuh.nhs.uk

How is my child's personal information used?

Your child's personal information is only used to test if they have COVID-19. If your child does have COVID-19 this will be shared with NHS Test and Trace.

What do I do if I get the results and they are positive, and my child is at school?

It's important that you let us know as soon as possible so we can minimise contact with other pupils. Please contact us on the school number – 01603 441126 –

My question is not here. Where can I find more information?

If you have any questions or are worried about LAMP testing please contact school on 01603 441126.



Appendix 2

How to register and take a sample at home

Please see information attached. Pupils will need to bring the sample in on a Tuesday morning.

What to do if you want your child to give their sample at school

If you want the school to help with your child's LAMP testing, please make sure you have ticked the correct box on the Acknowledgement Form.

Appendix 3 – Privacy Notice

Privacy Notice

Lamp Saliva Testing for Special Educational Needs and Disability Schools

Introduction

This notice supplements the Norfolk and Norwich University Hospital (NNUH) main Privacy Notice which is available on the internet via <https://www.nnuh.nhs.uk/publication/privacy-notice-v4/>

The Trust has been commissioned by the Norfolk County Council to run a Covid-19 Vaccination Programme for four(4) Special Educational Needs and Disability Schools (SEND) in Norwich.

The participating schools are:

1. The Parkside School, at College Road Norwich Norfolk, NR2 3JA;
2. Sheringham Woodfield School, at Holt Road, Sheringham. Norfolk NR26 8ND;
3. Churchill Park Academy, at Winston Churchill Drive, King's Lynn, PE30 4RP;
- 4.

Sidestrand Hall School, at Cromer Road, Sidestrand, Cromer, Norfolk, NR27 0NH

Purpose of the intended activity

The aim of the programme is to provide Covid-19 LAMP saliva tests for children that cannot tolerate a normal PCR test. This allows equal access to COVID regular testing for those who are unable to tolerate nose and throat swabs, including a high proportion of children in Special Schools. It is important that any positive results are notified through the National Track and Trace database, to try and prevent further spread of Covid 19

LAMP Testing allows for rapid, scalable diagnostics that can detect SARS-CoV-2 infection and interrogate strain evolution. The use of LAMP tests allows for the identification of children with COVID-19 who do not have symptoms, allowing the SEND Schools to take steps to protect everyone.

Legal basis	<p>UK Data Protection Act (2018)</p> <p>Article 6 (1)(c) processing is necessary for compliance with a legal obligation to which the Controller is subject.</p> <p>Article 6(1)(e) ‘...necessary for the performance of a task carried out in the public interest or in the exercise of official authority...’.</p> <p>and</p> <p>Article 9(2)(g) ‘processing is necessary for reasons of substantial public interest.’</p>
Nature (type) of data items to be used	<ul style="list-style-type: none"> • Child's Name • Child's Address • Child's Date of Birth, • Child's Gender • Parent's Name and Contact Number/School Representative's Name and Contact Number. • Parent's Email Address / School Representative's Email Address. Name • Sample Taken • Date Sample deposited • Date test performed • Associated organisation
Recipients or Categories of Recipients of the data necessary for the Programme	<p>Data Controller</p> <p>Controllers make decisions about processing activities. They exercise overall control of the Personal Data being processed and are ultimately in charge of, and responsible for the Processing. Processing means any operation or any set of operations performed upon personal information including, but not limited to, the collection, recording, organisation, storage, updating or modification, retrieval, consultation, use, consolidation, blocking, erasure or destruction of data.</p> <ul style="list-style-type: none"> • NNUH and the four (4) SEND Schools will act as Data Controllers • NHS Track and Trace - NHS Test and Trace will also acts as Data Controller to help control the rate of reproduction (R), reduce the spread of the infection and save lives. <p>Data Processors</p> <p>Data Processors act on the instructions of the Data Controllers. The Data Processors involved are:</p> <ul style="list-style-type: none"> • Earlham Institute who will process the LAMP tests to see whether there is a positive or negative result. • Royal Free London NHS Foundation Trust. The Royal Free will store the data collected because it is the NHS organisation that nationally is responsible for collecting all LAMP testing data across England and reporting on Test Results the Department of Health and Social Care.

	<p>The Royal Free also makes use other organisation in the following ways:</p> <ul style="list-style-type: none"> ○ Department of Health and Social Care - To manage Text message and email service for communicating results ○ Cisilion Limited – For Technical support ○ Conjure Limited – For Technical support ○ Google LLC – Cloud storage in the United Kingdom
Retention period	Eight (8) years
Rights to object	<p>You have the right under Article 21 of the GDPR to object to your personal information being processed.</p> <p>Please contact info.gov@nnuh.nhs.uk or the SEND School at office@parkside.norfolk.sch.uk, if you wish to object to the processing of your child's data. You should be aware that this is a right to raise an objection which is not the same as having an absolute right to have your wishes granted in every circumstance.</p> <p>In circumstances where it is necessary to share information for compliance with the Data Protection Act 2018, Schedule 1, Part 2(11)(2) NNUH and the SEND schools have an obligation to enact its 'protective function' and this may, in some instances, override the subjects' right to object.</p>
Right to access and correct	You have the right to access any identifiable data that is being shared and have any inaccuracies corrected.
Right to Complain	You have the right to complain to the Information Commissioner's Office, you can use this link https://ico.org.uk/global/contact-us/ or call their helpline Tel: 0303 123 1113 (local rate) or 01625 545 745 (national rate).
Data Protection Officer contact details	<p>Vimmi Lutchmeah-Beeharry, Head of Information Governance, Digital Health, Level 4, 20 Rouen Road, Norfolk & Norwich University Hospital, NR1 1QQ. Info.gov@nnuh.nhs.uk .</p> <p>Fiona Webster-Lee / Stuart Lee c/o Parkside School, College Road, Norwich, Norfolk. NR2 3JA office@parkside.norfolk.sch.uk</p>

Yours faithfully



CAROLYN ELLIS-GAGE (Mrs)
Head teacher