

Information sheet

Mental Health Services and Schools and Colleges Link Programme

What do we want to know?

The Mental Health Services and Schools and Colleges Link Programme (Link Programme) is an initiative funded by the Department of Education (DfE), to help Clinical Commissioning Groups (CCGs) and Local Authorities (LAs) to work together with schools and colleges to provide timely mental health support to children and young people. It works to empower staff by brokering contact, sharing expertise, and developing a joint vision for children and young people's mental health and wellbeing in each locality.

As your Local Authority is taking part in the Link Programme, you are being invited to participate in a schools and FE colleges survey to understand your perspectives on collaborative working with mental health services. This survey will contribute to programme planning in your area and help to identify priorities. This is not mandatory; however, we do encourage you to take part. You may withdraw at any time, without giving a reason, and there will be no consequences for your participation in the Link Programme should you decide to do so. Once you have submitted the surveys, the responses will be kept anonymous, and we will not be able to remove your data.

What does participation involve?

You will be asked to complete a short survey which will assess your perspectives on key aspects of joint working with mental health professionals. All information we collect is confidential and will be kept anonymous. We will ask you for your Upper Tier Local Authority, your role(s) in your school/college and what phase of education you work in; however, we do not ask for any identifying details beyond this.

What will happen to my data?

Results of the study may be published, but you will not be identified in any report. The anonymised results will be shared with the funders and implementers of the Link Programme. These anonymised results may then be published in project reports, scientific journals, presented at conferences and disseminated on the Anna Freud website (www.annafreud.org). The results will be shared once the last person completes this study and the results have been analysed. Your information will not be identified in any report or publication.

Contact details:

If you have any questions about the survey, if you wish to raise a complaint or if anything is unclear, please contact:

The Link Programme Evaluation Team

Email: linkevaluation@annafreud.org

Dr Melissa Cortina, Senior Research Fellow

Tel: 020 7443 2223

Email: Melissa.Cortina@annafreud.org

If you have any questions about the Link Programme itself, please direct these enquires to:

linkprogramme@annafreud.org

For other complaints, please contact UCL Research Ethics Committee and quote the UCL ethics ID 16767/001 and DPR Z6364106/2019/10/37.

ethics@ucl.ac.uk

This research is insured by University College London (UCL). The research is being carried out by researchers at the Anna Freud National Centre for Children and Families and UCL, in collaboration with the Department of Education (DfE).

Privacy Notice

This note is to outline the basis for data processing for this research project and to outline your rights with respect to processing of those data. These rights are as set out in the General Data Protection Regulation (GDPR), which supersedes the Data Protection Act from May 2018.

The legal basis for processing these data for the research project is public interest (Article 6 (1)(e) and Article 9(2)(j) of the General Data Protection Regulation). This means that personal data can be processed where necessary for the performance of a task carried out in the public interest. In this case it is to carry out research and inform future health provision.

The General Data Protection Regulation is designed to protect and support the following personal data rights for everyone in the UK:

- **The right to be informed** (about who is processing your data - this is set out at the bottom of this note).
- **The right of access** (to understand what is being collected and how it is being used, a Subject Access Request).
- **The right to correct data** (the right to correct incorrect records).

- **The right to be forgotten** (the right to request that data is removed/deleted).
- **The right to restrict processing** (the right to request that data be held but not processed unless necessary).
- **The right to data portability** (the right to a copy of your data in a useable format).
- **The right to object** (you may object to your data being processed although this does not apply to the processing of data for research purposes, as in this instance).

The organisation in control of personal data collected for this research is UCL. The Anna Freud Centre are collecting and processing these data on behalf of UCL. We will not be transferring any identifiable information outside the European Union and will be taking appropriate measures to ensure it always remains secure. We will keep the pseudonymised information, where individuals won't be readily identifiable, for a 4-year period while the research project is active. After that we will change it to make individuals in the dataset completely unidentifiable. This anonymous information may then be used for research for another 10 years. After this, the information and data will be securely destroyed.

Please note that the consent processes described in the previous pages relate to involvement in the research, but these are not the legal basis for data processing. As described above, the legal basis for data processing is public interest. Your data rights regarding data processing have been set out in this notice and will be respected.

For further information, please see:

1. <https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/>
2. <https://ico.org.uk/for-the-public/is-my-information-being-handled-correctly/>

If you have any concerns or questions about our research, the data processing, and/or your involvement in the project please contact:

linkprogramme@annafreud.org