

Oral Health Service

Howden Dental Clinic
Howden Health Centre
Howden Road West, Livingston
EH54 6TP

Telephone: 01506 418532

Dear Parent / Guardian

Re: School Dental Inspections

The NHS in Scotland runs a programme of dental inspections of children in Primary 1 and Primary 7. This programme is managed and run by all the Health Boards in Scotland and Public Health Scotland (PHS).

The inspections are carried out by a dentist or dental therapist with support from another team member. All are employed by your local Health Board (NHS Lothian). High standards of hygiene are followed and no X-rays are taken.

Dental inspection information that identifies your child will be used by NHS Lothian to tell you about your child's dental health and need for dental care. If your child is registered with an NHS dentist, NHS Lothian may also tell the dentist about the findings. If your child is not registered with an NHS dentist, NHS Lothian may offer you help in finding a dentist for your child.

NHS Lothian will share the findings with Public Health Scotland. This is in order that the dental inspection information can be used to help with the planning and delivery of NHS dental services across Scotland. Sometimes the information will be used to carry out research. The inspection information is anonymised for these other purposes where at all possible.

Information from your child's dental inspection will be held by NHS Lothian and Public Health Scotland. The NHS will make sure that your child's information is stored safely, stays private and is only accessed by authorised people. This is in compliance with the European General Data Protection Regulation (GDPR) and the UK Data Protection Act 2018. All NHS staff have a legal and contractual duty to keep personal health information secure and confidential. All staff have mandatory training in Data Protection and IT Security. Further information can be found on the reverse of this letter.

If you have any queries in relation to the inspection programme, please call the telephone number above.

If you **do not want your child** to have this dental inspection, please write to your child's school within one week of receiving this letter.

Please include your child's name, school and class in the letter.

Yours faithfully

Mr Malcolm Green
NHS Lothian National Dental Inspection Programme (NDIP) Coordinator

The legal basis for NHS Lothian and PHS using your child's dental inspection information is to promote and improve the health of your child and other patients and/or to manage the NHS health care system and services in Scotland.

You have various rights in relation to your child's information; please see the Data Protection pages of NHS Lothian at <https://www.nhslothian.scot.nhs.uk/YourRights/DataProtection> and PHS at <https://publichealthscotland.scot/our-privacy-notice/personal-data-processing/> for further information and the period for which the information will be held. Contact details for those organisations can also be found via those links. If you need help to access this information, please contact us on the details overleaf. Further information is available at:

<https://www.nhsinform.scot/care-support-and-rights/health-rights/confidentiality-and-data-protection/how-the-nhs-handles-your-personal-health-information>