Dear placing authority

**Ofsted’s point-in-time questionnaire for local authorities which place and fund children in schools**

**Why have you sent me this questionnaire?**

Every year, Ofsted carries out point-in-time online questionnaires to inform our inspection of non-association independent schools and boarding provision in all types of boarding and residential special schools. However, some schools may not wish to use the online option, so we have published this paper copy.

We encourage questionnaires to be completed online where possible. If you would like to do this, please contact Ofsted using the contact details above and provide us with the name and unique reference number of the school that sent you this letter. We will then send you an email with a link unique to this specific school which will give you access to the online questionnaire.

We would like you to complete a questionnaire to help us understand how well you think that this school looks after the children and young people that you place, or have placed there. If you continue to place children in this school you should anticipate receiving a request to complete the questionnaire every year.

**What will you do with the answers I give you?**

Your answers will only be read by Ofsted, and will be used by inspectors the next time this school is inspected. An inspection can happen at any time and we will use your views to help us to decide when we should inspect.

When we write our inspection report, we may refer to any issues you have raised. We may also use the data in our other publications such as the Annual Report of Her Majesty’s Chief Inspector of Education, Children’s Services and Skills. We keep the information from all of the questionnaires in our database, and the inspector might refer to some of it during inspection to help the school improve their service. We make sure no information identifies you whenever we use what you have told us.

We will not identify you in any publication. If you have any concerns about how we use your information, then you can email Ofsted’s Data Protection Officer at informationrequest@ofsted.gov.uk, or write to:

# Information management team Ofsted 2 Rivergate Temple Quay Bristol BS1 6EH

You can find out more about how we use information at: [www.gov.uk/government/publications/ofsted-privacy-notices/schools-ofsted-privacy-notice#independent-schools](http://www.gov.uk/government/publications/ofsted-privacy-notices/schools-ofsted-privacy-notice#independent-schools).

If concerns are raised about child protection, we will pass any information we receive to children’s services or the police.

**How do I complete the questionnaire?**

* Please read each statement and put an ‘x’ in the answer that best fits what you think about the school or the boarding/residential provision
* Please answer each question once
* If you cannot answer a question, please leave it blank
* If you would like to raise any issues, please write them in the box under question 17.

**What do I do when I have finished?**

Please return this questionnaire as quickly as possible. You can download a copy of the questionnaire ([www.gov.uk/government/publications/questionnaire-for-local-authorities-which-place-children-in-independent-schools](https://www.gov.uk/government/publications/questionnaire-for-local-authorities-which-place-children-in-independent-schools)) and email it to Ofsted at surveys@ofsted.gov.uk putting ‘confidential’ and the name of the school in the subject line. If you wish to complete the paper version, please return it by post to the address at the top of this letter, in a sealed envelope marked ‘confidential’.

Thank you for completing our questionnaire. Your views will be of considerable assistance.

Yours faithfully

Ofsted’s inspection support team

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| **Name of school:**  |
| Address of school:  |
| Unique reference number of school, if known:  |
| How many pupils in total are currently placed at the school from your local authority:  |
| How many pupils make use of the residential provision: |
| What is the age range of these pupils:  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Please put an ‘x’** | Strongly agree | Agree | Disagree | Strongly disagree | Don’t know |
| 1 | The pupils we place are happy at this school |  |  |  |  |  |
| 2 | The pupils feel safe at this school (including the residential provision if applicable) |  |  |  |  |  |
| 3 | The pupils were helped to settle in well when they started at the school |  |  |  |  |  |
| 4 | The pupils are making good academic progress at school |  |  |  |  |  |
| 5 | Pupils make good progress with their behaviour and personal development |  |  |  |  |  |
| 6 | Teaching is good |  |  |  |  |  |
| 7 | Staff expect the pupils to work hard and do their best |  |  |  |  |  |
| 8 | Homework that is given builds well on what the pupils learn in school |  |  |  |  |  |
| 9 | Staff treat pupils fairly and with respect |  |  |  |  |  |
| 10 | The school helps pupils to become independent and prepares them for life after school |  |  |  |  |  |
| 11 | There is a good range of activities including trips or visits |  |  |  |  |  |
| 12 | Staff care for and support pupils well (including in the residential provision if applicable). They know and understand their individual needs. |  |  |  |  |  |
| 13 | The school deals well with incidents such as bullying and safeguarding concerns |  |  |  |  |  |
| 14 | We are kept well informed about pupils’ progress |  |  |  |  |  |
| 15 | We feel comfortable about approaching the school with questions, suggestions or a problem |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Please put an ‘x’** | Strongly agree | Agree | Disagree | Strongly disagree | Don’t know |
| 16 | We are invited to attend and contribute to meetings called by the school to review pupils’ progress |  |  |  |  |  |
| 17 | We are aware of the school’s procedures for dealing with complaints |  |  |  |  |  |
| 18 | The school (including the residential provision if applicable) is well run |  |  |  |  |  |
| 19 | The school provides an annual account of income and expenditure for each pupil we place |  |  |  |  |  |
| 20 | The school provides good value for money for each pupil we place |  |  |  |  |  |

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| If you wish to explain any of your answers, or add any further comments about the school, please give details here. (Box will expand on typing. If you are completing this questionnaire in writing, please use an additional sheet of paper if necessary.) |
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| **Your name:**  |
| **Your role:**  |
| **Local authority:**  |