



Headteacher : Dr Simon Letman BA, MA, EdD
Deputy Head : Nicola Shelley

9th June 2017

Dear Parent/Carer,

Ofsted Parent View

Once again, I would like to ask for your support.

I have written to you on several occasions over the last few years to ask you to spend a few minutes completing the online Ofsted 'Parent View' Questionnaire. It provides the facility for parents to offer their views on key aspects of their child's school. The software then collates this feedback and makes it available online for everyone to read. This is enormously helpful for prospective parents who might be considering sending their children to a school and it is crucial in helping us to identify any areas of concern or variations in opinions and then to plan future developments.

So far this academic year, **79** (roughly 17%) of Holbrook parents have completed the survey. In the ideal world, we would like to see the views of all of our parents on a regular basis, but at the very least, I would like to increase the percentage to over 50% before the end of this year.

I would be grateful, therefore, if you could spend a few minutes completing the questionnaire before **Friday, 23rd June**. This will then allow me to share the results with our Governors' monitoring committee the following Monday. To complete the simple process, please follow the step-by-step guidance provided below:

How to use Parent View

1. **Click on** to the Ofsted Parent View box in the 'Quick Links' section on the top right hand side of the Academy home page.
2. **Click on** to the **Give your Views** tab on the top of the Parent View homepage.
3. **Log in / Register** - you need your email address and password for the simple log-in process. Just follow the on-screen instructions. You will then be asked to fill in a 'captcha' before completing registration. This is where you read two words from the screen and enter them into a box. This is to prevent site misuse. Ofsted will send you an email with a link to activate your log-in. Ofsted have produced a 'screencast' which demonstrates how to register and complete a survey on Parent View.
4. **Search** - to search for a school, just enter the name of the school and part of the address (road, city, town or postcode) in the search boxes when you are asked to. Select **Holbrook Academy** from the search results.
5. **Complete the Questionnaire** - there will be 12 questions to answer, for example, 'My child is happy at this school' with a choice of responses:
 - Strongly agree
 - Agree
 - Disagree
 - Strongly disagree
 - Don't know

Use the 'Next' button to move to the next question. If you change your mind you can use the 'Previous' button to go back.

6. **Finish the survey** - once you have completed all 12 questions, click on 'Finish the Survey' and the questionnaire is then complete.

Thank you in anticipation of your support – this is your chance to tell us what you think!

Yours sincerely

A handwritten signature in black ink that reads "Simon Letman". The signature is written in a cursive style with a horizontal line underneath the name.

Dr. Simon Letman