

Ofsted  
Piccadilly Gate  
Store Street  
Manchester  
M1 2WD

[www.gov.uk/ofsted](http://www.gov.uk/ofsted)

**Direct T** 03000131830  
[Kerry.Metcalf@ofsted.gov.uk](mailto:Kerry.Metcalf@ofsted.gov.uk)



20 January 2020

Mrs Nicola Draper  
West Walker Primary School  
326 Church Street  
Walker  
Newcastle-upon-Tyne  
Tyne and Wear  
NE6 3XW

Dear Mrs Nicola Draper

### **Inspection of West Walker Primary School on 21 January 2020 to 22 January 2020**

Following our telephone call today, I am writing on behalf of Her Majesty's Chief Inspector of Education, Children's Services and Skills (HMCI) to confirm that West Walker Primary School will be inspected under section 8 of the Education Act 2005 (as amended). This inspection will take place on 21 January 2020 to 22 January 2020.

Your inspection will be led by Phil Scott.

Please read and act on the guidance in the link below immediately:

<https://www.gov.uk/government/publications/section-8-school-inspection-handbook-eif>.

This guidance will also inform you of the information and documents that inspectors will need to see before and during the inspection. You will need to submit some of this information through the provider portal, which is available [here](#). We will send you your username and password for the portal separately.

We will also use the portal to send you documents relating to your inspection, including the draft inspection report.

I enclose a letter and a leaflet which we would like you to distribute to all registered parents (and carers) of registered pupils at the school, including those who are currently on sick leave or who have been temporarily excluded. The letter advises parents of the date of the inspection and invites them to inform Ofsted of their views about the school via Ofsted's online survey site Ofsted Parent View.

I also enclose a letter which we would like you to distribute to those responsible for governance and the proprietor. The letter notifies those responsible for governance and the proprietor of the inspection and informs them how to contribute their views to the inspection.

### **Seeking the views of staff and pupils**

We would like to invite all registered pupils and all staff who work at the school to complete an online questionnaire. These questionnaires are confidential and complement evidence inspectors gather from talking to pupils and staff. Please find below links to the respective questionnaire for pupils and staff, and wording for you to share. There may also be a final question that will not be seen by the inspection team, but that we ask to inform Ofsted's wider research. On the very rare occasion that schools are unable to access the questionnaires, the inspection team will ensure that the views of staff and pupils are gathered as part of the usual inspection activities. Please note that the online pupil and staff questionnaire facility will close on the first day of the inspection at 3pm.

### **Recommended text to staff**

Ofsted is inspecting your school and would welcome your contribution. You can do this by completing an online staff questionnaire at the following link: <https://ofsted.smartsurvey.co.uk/s/staff/10121769> This link must not be shared to anyone outside of the school.

Your views are important to us, and will help inspectors understand your experiences of the school and how well you support your pupils to ensure the best possible outcomes. The questionnaire will close at 3pm on 21 January 2020, to give the inspector time to look at the results. The questionnaires work in Chrome, Firefox, Safari and Internet Explorer 11 and on mobiles and tablets when you copy and paste the link into the browser.

We do not ask for your name, unless you are raising a child protection concern, and therefore all responses will remain anonymous.

### **Recommended text to pupils**

Ofsted is inspecting your school and would like to hear your views. You can do this by completing an online pupil questionnaire at the following link: <https://ofsted.smartsurvey.co.uk/s/Pupil/10121769> This link must not be shared to anyone outside of the school.

Your views are really important to us and will help inspectors understand your experience of school. The questionnaire will close at 3pm on 21 January 2020, to give the inspector time to look at the results. The questionnaires work in Chrome, Firefox, Safari and Internet Explorer 11 and on mobiles and tablets when you copy and paste the link into the browser.

We do not ask for your name, so you will not be identified from the responses you make.

**Privacy notice**

During the inspection of your school, the inspectors will collect information about staff and children at the school by looking at school records, responses to the pupil survey and responses to the staff survey where appropriate, and observing the everyday life of the school. No names will be recorded but some of the information may make it possible to identify a particular individual. Ofsted uses this information to prepare its report and for the purposes set out in its privacy policy. Ofsted will not publish any information that identifies an individual in the report but may name the headteacher and the chair of the appropriate authority.

More information is available in Ofsted privacy notice:

[www.gov.uk/government/publications/ofsted-privacy-notice/schools-ofsted-privacy-notice#maintained-schools-and-academies](http://www.gov.uk/government/publications/ofsted-privacy-notice/schools-ofsted-privacy-notice#maintained-schools-and-academies).

The contact details for Ofsted's Data Protection Officer are as follows.

Email:

[informationrequest@ofsted.gov.uk](mailto:informationrequest@ofsted.gov.uk)

Post:

Information management team

Ofsted

2 Rivergate

Temple Quay

Bristol

BS1 6EH

I hope this letter answers your immediate questions about the inspection but if you have any further queries please do not hesitate to contact me.

Yours sincerely

**Kerry Metcalfe**

Inspection Support Administrator