

Our Ref: A/14/280/10/02/1

January 2015

Dear Parent or Carer

**Clydeview Academy
Inverclyde Council**

Date of inspection: week commencing 2 February 2015

We are planning to inspect your child's school on the date indicated above. We want to find out about the school so that we can tell you what it does well and what it may need to improve on. We may spend some time looking at your child's work and reading his/her school reports. We may also work with your child as part of a small group or in a classroom. Inspectors will take account of the type and nature of the school and its young people's needs.

The school will be part of a national sample to monitor the implementation of the *Schools (Health Promotion and Nutrition) (Scotland) Act 2007*. A Health and Nutrition Inspector will join the inspection team.

We have also asked staff and some young people to complete a confidential questionnaire. Please note it may not be appropriate to seek the views of some young people through a questionnaire. We will instead talk to some of them about their school experiences. You may have also received a confidential questionnaire so that the inspection team can see what you think about the school. An inspection team can be made up from our own inspectors along with others from similar organisations. Information given to us will be seen only by this team. We will not tell anyone else where our information came from unless the safety and wellbeing of a person is considered to be at risk.

If you have been selected as part of the sample a questionnaire is enclosed. We would be grateful if you would complete the pre-inspection questionnaire and return it in the pre-paid envelope by **21 January 2015**. Please note that unsigned replies will not be taken into consideration. If you have not received a questionnaire and you wish to complete one, you should request a copy from the address below and return it by the date indicated above.

If your child's school has a Parent Council, or similar, the chairperson will be invited to meet with a member of my team. We will also contact sample groups of a few parents who will be invited to meet with a member of the inspection team. These meetings will be held on Tuesday 3 February. If you did not receive or request a

questionnaire and would like to be in one of these groups then please telephone the above office, giving your contact details. An inspection administrator will contact a sample of the parents who express an interest and invite them to take part in the group. It will probably not be possible to involve everyone. If you have expressed an interest but are not invited to join the group, we would like to thank you in advance for your willingness to participate. If you wish to speak to or raise any matters with a member of the inspection team, please contact the inspection administrator on 01382 576736, who will arrange for this to happen during the time of the inspection.

You may also like to know that at the same time as the school inspection we will also be inspecting community learning and development provision in the area surrounding the school. This inspection covers youth work, adult learning activities and how local people are involved in decisions affecting their area. At the end of the inspection there will be a separate report which will be published on the Education Scotland website at the same time as the school inspection letter.

You can find out more about inspections, including notes for parents, by visiting our website at:

<http://www.educationscotland.gov.uk/inspectionandreview/about/index.asp>

Following the inspection, we will tell you what the school does well and what it needs to improve. The headteacher will let you know once the information is published on the Education Scotland website at www.educationscotland.gov.uk. We aim to publish our findings within ten working weeks of the end of the inspection.

If you are unable to access the website, or if you wish to contact the inspection team about the inspection please contact the Education Scotland office named overleaf.

Yours sincerely



Patricia Watson
HM Inspector