



Dear Parent(s)/Carer(s),

All Together: united against bullying

Nottingham Free School is embarking on the All Together anti-bullying programme provided by the Anti-Bullying Alliance (ABA). ABA is a charity that works to reduce bullying in schools and is based at the National Children's Bureau (NCB).

We are always keen to learn how we can improve the support we offer our students and are inviting all year groups to complete an anonymous survey. We will then ask students to complete the same questionnaire again during the summer term of 2018.

The following information is important as it will explain about the survey and how the information gathered will be used.

Why we are writing to parents/carers?

We are asking for your permission for your child to be invited to complete the survey questionnaire. **If you are happy for your child to be invited to do this then you do not have to do anything. However, if you do not want your child to complete the questionnaire then please let us know by Friday 8th December. If we do not hear from you we will assume you are happy for your child to be invited.** Please be reassured that you or your child choosing not to take part in the survey will not disadvantage you or your child in any way.

Why has my child been asked to take part and what will they do?

The survey has been specially designed by the Anti-Bullying Alliance for students in years 3 and above. It is an online survey which should take approximately 15 minutes to complete. The answers your child gives to the questionnaire will not be seen by their friends, teachers or you unless your child chooses an adult to help them complete the questionnaire.

What are the downsides of taking part?

The survey has been very carefully designed so that it will be easy for children to answer. If there are questions they don't like, they can leave these out. They will also be able to stop answering the survey questions at any time if they wish. Completing the survey should not cause them any distress, however, if they should become upset, school staff will be on hand to offer support. Information will also be provided about other sources of advice and help – e.g. about talking to their family, calling ChildLine and so on.

What are the possible benefits of taking part?

One advantage is that your child will help shape the approaches we use as a school when trying to prevent and tackle bullying, for example, it will help us to make sure the school's anti-bullying policy covers all the important areas that concern children in our school. By

asking these questions, students will also know we take incidents of bullying seriously as a school and that we care about our students' wellbeing.

We will also be providing the Anti-bullying Alliance with your child's school email address which will enable to complete the online questionnaire as well as an indication as to whether they have an SEN status. This information is provided so that the Anti-bullying alliance can analyse levels of bullying of all students including disabled students and those with special educational needs.

What will happen with the information that your child gives us?

As we have said, the information from the survey will help our school to improve its work to tackle bullying. All information collected will be kept confidential and will be carefully stored by on a secure system held by the Anti-Bullying Alliance in accordance with the Data Protection Act 1998.

Schools will not have access to individual completed questionnaires and whole year group reports will be sent back to them anonymously.

Some of the headline results may be shared with key people, like the school's governors and Ofsted. Again this information will be anonymised and it will not be possible to identify any individual students.

What we need parents/carers to do

We hope that you have found this information useful and that you will be happy for your child to be invited to take part in this survey. However, as explained at the start of this letter, if you do not want your child to participate in this survey, you need to complete the attached reply slip and return it to school by **Friday 8th December**.

If you decide you would like your child to take part you are still free to withdraw your child at any time and without giving a reason; simply let us know that you do not wish them to participate.

If you are unsure about whether you would like your child to take part and you have some questions about the survey, you are welcome to contact Mrs Gray, by emailing contact@nottinghamfreeschool.co.uk or telephoning 0115 8964949.

Thank you for your continued support.

Yours faithfully



Mrs Kay Gray
Assistant Head of School

You only need to complete this slip if you **do not** wish your child to complete the wellbeing questionnaire.

If you are happy for your child to take part you don't need to do anything.

If you do not want your child to take part (please tick)

- I wish to **withdraw** my child from completing the questionnaire:

Child's name: _____

Parent or carer's name: _____

Signature: _____

Date: _____

Completed forms should be returned to reception by Friday 4th December 2017.