

Dear Parent/Carer

Re: United Against Bullying Programme

The Latimer Arts College is taking part in the United Against Bullying programme provided by the Anti-Bullying Alliance (ABA). ABA is part of the National Children's Bureau (NCB) and works to reduce bullying in schools.

In order to make sure that we are continuing to do all we can to prevent and reduce occurrences and to ensure student wellbeing, we would like to gauge student opinion on how bullying is dealt with. For this reason, we are inviting all students at The Latimer Arts College to complete an anonymous survey in Term 2. We will then ask students to complete the questionnaire again in Term 5 to review any improvements that we have implemented and evaluate the positive impact this has made.

The following information explains the importance of the survey and how the information gathered will be used.

Why we are writing to parents/carers?

We are requesting permission for your child to be invited to complete the student questionnaire. **If you would not like your child to be invited to complete the questionnaire then please let us know by emailing mail@latimer.org.uk no later than Friday 4th November 2022.**

If you give consent for your child to participate, completing the survey is still up to them. Please be reassured that you or your child choosing not to take part in the survey will not disadvantage your child in any way.

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

The student questionnaire has been specially designed by ABA. It has been tried and tested with students aged 8 and above, including those with Special Educational Needs. It is an online survey which should take about 15 minutes to complete (students will be given time during their Personal Development Sessions to complete this). The answers your child gives to the questionnaire will not be seen by their peers, teachers or you, unless your child chooses an adult to help them complete the questionnaire.

What are the possible benefits of taking part?

As lead in this initiative, I will receive an **anonymised** report of the survey findings that will support me in taking action to improve student wellbeing.

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

All information collected will be kept confidential and will be encrypted and carefully stored on a secure system held by ABA/NCB in accordance with the UK GDPR.

If you wish to access further details of how data about your child will be collected, stored and analysed, please contact the College at mail@latimer.org.uk.

We would like to thank you in advance as your child's responses will help shape the approaches we use as a school to continue to prevent and tackle bullying.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C Went', written in a cursive style.

Miss C Went
Assistant Progress Leader: Wider Curriculum (Student Life Skills)