



15<sup>th</sup> January 2010

Dear Parent or Guardian

**INSPECTION OF Monmouth Comprehensive School**

**DATE OF INSPECTION: 22-26 February 2010**

**NOTICE OF MEETING FOR PARENTS/CARERS**

**Date: 8 February 2010**

**Time: 5:00**

**Venue: School Hall**

As you may already know, this school is soon to be inspected as part of the programme of regular school inspections arranged by Her Majesty's Chief Inspector for Education and Training in Wales. The inspection will be carried out by a team led by Mr P Carter, a registered inspector.

This letter is to invite you to attend a meeting with the registered inspector which is being held before the inspection. The meeting is open to all parents/carers of pupils at the school. The governors and staff will not be present during the meeting unless they also have children at the school. The purpose of the meeting is for you to tell the registered inspector your views about the school and how it works so that these views can be included in the inspection. Although the registered inspector will want to hear your views, and will attempt to answer your questions, he or she will not be in a position to comment on your views, which will be taken account of in the inspection. The registered inspector will also be able to tell you about the inspection.

The registered inspector has also asked us to send a questionnaire to all parents/carers for them to complete and return. The questionnaire is being sent out with this letter. The questionnaire is additional to the parents/carers' meeting, and covers much the same ground. Please do fill it in whether or not you can attend the meeting. The inspection team will take your comments into account. Estyn may also use the questionnaire responses to make general statistical analysis of parents/carers' views about schools and/or education. If you want to write in more detail to the registered inspector, please do so, preferably before the meeting. The questionnaire and any letters should be sent in a sealed envelope to:

Mr P Carter, Registered Inspector, E.L.L.I.S. Cymru Ltd, Jasmine Enterprise Centre, Treseder Way, Cardiff. CF5 5BQ or c/o the school

I hope you will be able to come to the meeting.

Yours faithfully

**Carole Herman**  
**Headteacher**



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