

PROTECT

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12 June 2009

William Thackeray  
Sent via request-13172-2a14caa5@whatdo  
they know.com

Our Ref: ndt 0906 34

Dear Mr Thackeray

### **Your request for information**

Thank you for your email which was received by Ofsted on 9 June 2009. You have requested internal communications relating to Greenfields School (East Sussex)/Greenfields Educational Trust for the past five years.

We will deal with your request under the Freedom of Information Act 2000 (FOIA) and any other legislation that may apply to your request.

The next stage in the process will be for us to identify, locate and review the information you have requested. Should we be unable to identify and/or locate information matching your request or the cost exceeds the statutory limit, we will contact you again.

Otherwise, we will reply to the FOIA element of your request promptly and expect to do this within 20 working days from the date we received your request as required by the Act. This should be by 7 July 2009; however, if we can respond sooner, we will do so.

Our response to you may contain sensitive protected information. Cabinet Office guidelines state that when sending protected information to an external email address we must encrypt the information. Encrypted data files may conflict with some computer systems or email accounts, which may prevent you from receiving and opening the response. For your convenience we would request that you provide us with a postal address to send our response to you by mail. This can be sent to me at [sarah.milsom@ofsted.gov.uk](mailto:sarah.milsom@ofsted.gov.uk).

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If you have any concerns or questions about this letter, please feel free to contact me on the numbers or at the address in the letter heading.

Yours sincerely

  
Sarah Milsom  
Disclosure Administrator