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17 March 2010

Mr Steve Elibank  
Sent via email  
Request-30843-  
[a317dabd@whatdotheyknow.com](mailto:a317dabd@whatdotheyknow.com)  
Dear Mr Elibank

Our Ref: CAS-129119-G7SZ1W

### Your request for information

Thank you for your email dated 16 March 2010 sent to our [enquiries@ofsted](mailto:enquiries@ofsted) mailbox. You have requested the following information:

- A copy of the guidance issued to schools regarding the use of the outstanding provider logo
- A copy of the guidance/policy regarding the use of the Ofsted logo by ofsted

We will consider your request under the Freedom of Information (FOI) Act 2000 and any other legislation that may apply.

Should there be any problems or difficulties in processing your request, we will be in touch with you again shortly. Otherwise, we will respond to your request within 20 working days from the date we received it, as required by the Act.

This should be by 15 April 2010; however, if we can respond sooner, we will do so.

If you have any queries or concerns about the content of this letter, please do not hesitate to contact me. My contact details are at the top of this letter.

Yours sincerely

Sally Hall  
Information Access Administrator