



Telford & Wrekin
COUNCIL

Ken Clarke Assistant Director: Finance, Audit & Information Governance

Ms Calvert
request-144144-
4bed159f@whatdotheyknow.com

Darby House
Lawn Central
Town Centre
Telford
Shropshire
TF3 4JA

Contact: Ryan Hoofe
Your Ref:

Telephone: (01952) 382537
Our Ref: TWC-19213

Fax: (01952) 383991
Date: 28th January 2013

Dear Ms Calvert,

Freedom of Information Act (FOIA) 2000 – Information Request TWC-19213

Further to your recent request, we are pleased to be able to provide you with the information you require, see below.

Please provide me with copies of your elective home education policy, and any standard letters, information or documents which are sent out to home educating families, or those considering home education, in your area.

Please find attached copies of our standard letters and information for parents. These are currently under review and will be updated following consultation with various interested parties.

If you are not happy with the information you have received, you have the right to appeal. Please send us the reasons for your appeal to the above address and mark for the attention of Information Governance, Freedom of Information – Appeal on or before 28/04/2013.

Please remember to quote the above reference number in all related correspondence.

If you are not happy with the way your request has been handled and wish to make a complaint about the service you have received, please write to: Customer Quality Manager, Freedom of Information – Complaint, and send it to the address above. Alternatively you can email your complaint to us at complaints@telford.gov.uk, remembering to quote the above reference number.

In the meantime, if you have any other queries then please do not hesitate to contact us, details above.

Yours sincerely,
Ryan Hoofe

Information Governance