

[REDACTED]
Westbourne School
4 Hickman Road
Penarth
CF64 2AJ

15 May 2026

Dear [REDACTED]

Westbourne School

A team of inspectors, led by [REDACTED], recently carried out a Section 163 inspection of the above school starting on 12 May 2026. The inspection team has identified a concern with the school's safeguarding procedures. I am writing to draw this to your attention in accordance with our published guidance relating to the inspection of Independent schools and safeguarding in schools¹.

The main safeguarding concern raised by the team during the inspection was:

- Staff use of their personal mobile phones to take photographs of pupils, particularly on school trips and to share information about named pupils, particularly relating to their attendance

A letter, outlining how you have already or are going to address the safeguarding identified in the report, should be sent to Estyn's inspection co-ordinator, [REDACTED], at [REDACTED], within 20 working days.

Yours sincerely

[REDACTED]

[REDACTED]

Assistant Director

cc [REDACTED] Senior Policy Manager, Welsh Government
cc Head of Independent Care Inspectorate Wales (for those schools with Boarding/linked residential homes)
cc Headteacher

¹ Estyn "What and how we inspect – Independent schools" and Estyn "Supplementary guidance for inspecting safeguarding in schools and PRU's".