



Head Teacher: Mrs D Cross

School Number 840 3087

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Dear Parent/Carer

19th March 2024

Re: Parent Academy Councillor Vacancy

I am writing to advise you that there is a current vacancy on the school's Academy Council for a parent governor and to invite parents/carers who are interested in taking up this role to put their names forward, or to nominate another parent. If you nominate a fellow parent, please ensure the parent countersigns the attached nomination paper.

We would draw your attention to the reverse of the nomination form detailing Declaration of Eligibility which lists the criteria for qualifications and disqualifications. Please ensure the declaration is signed by the nominee.

Nominations should be submitted to the Headteacher by 5pm on Friday 19th April 2024

Nominations received after this date may not be accepted.

If the number of nominations received are equal to or less than the number of vacancies, there will be no need to hold a ballot. If a ballot is necessary, one voting paper per parent will be sent to you via your child. Should you mislay this voting paper, a further copy may be obtained from the school. If an election is necessary, further details will be sent in due course.

If you would like further information about the role of an Academy Councillor at our school, please contact us and we can put you in touch with the Chair or Vice Chair for an informal discussion. If you would like to meet with me to discuss the role in more detail please do not hesitate to contact me.

I look forward to hearing from you.

Yours sincerely

Mrs D Cross
Head Teacher

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