



06.10.20

Dear Parents and Carers,

### Join our School Advisory Board

We are looking for a parent to join our school advisory board. You don't have to be an expert in education to get involved - you need an interest in the school and in the welfare of the pupils as well as the time and willingness to get involved.

The advisory board has an important role, working in partnership with the Headteacher and Senior Leadership Team to promote continuous improvement in the school's performance.

This is an exciting opportunity for a parent to join our board which is made up of parents, staff and individuals from the community. As a parent, you will bring a particularly important perspective to the board.

As you would expect, there is a commitment required for the role. You would be expected to attend a minimum of four meetings per year alongside visiting the school and attending training.

Further detailed information about the role, the election process and the nomination form can be obtained from the school office. If you wish to stand for election you should complete the nomination form and return it to the school office (via email or in an envelope) no later than **9am on Wednesday 14<sup>th</sup> October 2020**.

If in the fortunate event we have several candidates for the vacancy a ballot will be held in which all parents will be eligible to vote. I will contact you to let you know about the arrangements in this eventuality.

If you have any questions about the role or the election process, please contact Mrs Andrews via the school office. We look forward to hearing from you.

Yours sincerely,

Mrs J Andrews

Headteacher

Celia Varley

Chair of Advisory Board