

To: all Parents/Carers

Beech Avenue
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Headteacher: Dr R Harris

12 November 2021

Dear Parent/Carer

Nomination for Parent Trustee

I am writing to advise you that there is an opportunity for one Parent Trustee on the Board of Trustees.

The Board of Trustees, working alongside the Senior Leadership Team, has overall responsibility for the strategic direction of the school. Trust boards have three core strategic functions:

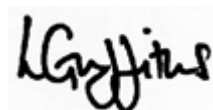
- Ensuring clarity of vision, ethos and strategic direction;
- Holding executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff; and
- Overseeing the financial performance of the organisation and making sure its money is well spent.

If you are interested in this position, please read the [Parent Trustee Nomination and Election Procedure](#) along with the [Trustee code of conduct](#) (both included with this letter) to ensure you are both suitable and able to serve as a Parent Trustee.

To nominate yourself please complete Section One of the [Parent Trustee Election Form](#) (also included) using the personal statement to outline your suitability for the role. Section Two should be completed by someone who is nominating you (this can be done by anyone who is not a family member). Once completed, please return the form to Mrs Caroline Ross, PA to the Headteacher, nominating yourself for this vacancy. Completed forms must be completed and returned to the school office by 12:00 noon on Wednesday 1 December 2021.

For an informal conversation please get in contact should you require any further information regarding this position.

Yours faithfully



Dr Lauren Griffiths
Chair of Trustees