

Parent Local Academy Committee (LAC) Member elections Nomination letter

Dear Parent/Carer,

PARENT LAC MEMBER ELECTION

I am writing to you to invite you to stand for election as a parent LAC Member, or nominate another parent to do so. In our academy we have provision for 1 parent LAC Member(s) and there is/are currently **1 vacancy/vacancies**.

The local academy committee, with the principal, has overall responsibility for the running of the academy. The LAC have three core strategic functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the principal to account for the educational performance of the academy and its pupils; and
- Overseeing the financial performance of the school and making sure its money is well spent.

No special qualifications are needed and the most important thing is to have a keen interest in the academy and be prepared to play an active part in the local academy committee's work. However, we would particularly welcome nominations from parents with the following skills; health and safety training or a business background. Training is available for all LAC Members and this local academy committee has an expectation that those new to being a LAC member, attend induction training.

The enclosed sheet summarises the circumstances under which someone cannot serve as a LAC member (Appendix 1). In addition, parents/carers who have paid employment in the academy for 500 or more hours per academic year or who are elected members of the Local Authority are not eligible to stand in these elections. Nominations must be from parents or carers with children at the school on the day that nominations close.

If you would like to stand for election please complete the enclosed nomination form and return it to the academy by hand or email to mcculloch.j@holyltrinitycepa.co.uk no later than **1st December 2022**. You may also include a short personal statement to support your nomination, which should be no longer than 250 words. Self-nominations will be accepted but if you are nominating another parent, please seek their prior consent.

If there are more nominations than vacancies, the election will be by secret ballot. If that is necessary, voting papers will be sent to all parents together with details of the ballot procedure.

Yours faithfully,

Mrs J McCulloch
Returning Officer.