

5th January 2024

Dear Parent/Carer,

I am writing to you to invite you to stand for election as a Local School Committee member or to nominate another parent to do so. We currently have one vacancy and the term of office is four years.

The role of the local school committee

Within schools, Local School Committees (LSCs) (previously known as Academy Committees) are established to support and challenge both the Headteacher and the Executive Team of the Trust in 5 critical and specific areas:

- by being advocates for, and guardians of, the ethos and distinctiveness (church or otherwise) of the school;
- by monitoring safeguarding, ensuring that there is a strong culture of safeguarding within a school, that school and Trust safeguarding policies are being effectively implemented, and that children and young people are safe;
- by monitoring inclusion and SEND, ensuring that the school meets its statutory duties, that school and Trust policies are being effectively implemented, and that the needs of disadvantaged children and young people are being effectively met;
- by monitoring, supporting and challenging where necessary the educational standards and performance of the school (to include attendance, behaviour, attainment and progress), ensuring that the Head maintains a focus on the School Improvement Plan, as well as any actions arising from the Trust or external partner meetings with the schools;
- by supporting communication with local stakeholders between the school and the Trust to advance the school to the benefit of children and young people and all community stakeholders.

Who can apply?

To be able to volunteer, you need to be a parent, carer (or someone who has responsibility) for a child at the school. You do not need any specific qualifications. The enclosed sheet summarises the circumstances under which someone cannot serve as an LSC member.



Allenbourn
MIDDLE SCHOOL

To fulfil the role, you will need to:

- attend regular meetings (around 3-5 each year)
- visit the school occasionally
- do some background reading
- participate in induction training, prioritise training in required areas (such as safeguarding) and commit to developing our individual and collective skills and knowledge on an ongoing basis.

Every Local School Committee (LSC) needs a balance and diversity of knowledge, skills and experience and we would welcome applications from parents and carers who have an understanding of educational standards and performance.

How to apply?

If you would like to apply, please complete the enclosed nomination form and return it to Mrs R Farrow (rfarrow@allenbournmiddle.org) by Friday 19th January 2024. If you are putting someone else forward for nomination, please make sure they are happy for you to do so.

If there are more nominations than vacancies, we will conduct a secret ballot. If that is necessary, voting papers and instructions will be sent to all parents and carers.

Yours faithfully,

Mr R. Dent
Chair of Local School Committee

Qualifications and disqualifications to serve as an LSC member

A person must be aged 18 or over at the date of their election or appointment. No current pupil of the academy/one of the academies in the Trust shall be a trustee.

As stated in the Trust's articles of association, a person shall be disqualified from holding office or continuing to hold office as a trustee/local school committee member if:

- s/he becomes incapable by reason of illness or injury of managing or administering his own affairs;
- s/he is absent without the permission of the trustees from all their meetings held within a period of six months, and the trustees resolve that his office be vacated;
- s/he has been declared bankrupt and/or his estate has been seized from his possession for the benefit of his creditors and the declaration or seizure has not been discharged, annulled or reduced; or
- s/he is the subject of a bankruptcy restrictions order or an interim order;
- s/he is subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986; or
- s/he is subject to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order);
- s/he ceases to be a trustee by virtue of any provision in the Companies Act 2006;
- s/he is disqualified from acting as a trustee by virtue of section 178 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision); or
- s/he is otherwise found to be unsuitable by the Secretary of State;
- s/he has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commission or the High court on the grounds of any misconduct or mismanagement in the administration of the charity for which he was responsible; or to which he was privy; or which he, by his conduct, contributed to or facilitated;
- s/he has not given a written undertaking to uphold the objects of the Company in accordance with Article 103
- s/he has, at any time, been convicted of any criminal offence, excluding any that have been spent under the Rehabilitation of Offenders Act 1974 as amended, and excluding any offence for which the maximum sentence is a fine or lesser sentence except where a person has been convicted of any offence which falls under section 178 of the Charities Act 2011;
- s/he has not provided to the chairman of the trustees a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997.



Allenbourn
MIDDLE SCHOOL

Election of Parent Local School Committee member

Please enter in BLOCK LETTERS, the name and address of the person being nominated for election:

Name: _____

Address:

Signature of nominee: _____

Signature of proposer (if different to nominee): _____

Name and address of proposer (if different to nominee):

Personal Statement (maximum 250 words)

I wish to submit my nomination for the election of parent Local School Committee member.

I confirm (i) that I am willing to stand as a candidate for election as a parent Local School Committee member and (ii) that I am not disqualified from holding office for any of the reasons set out above/ in the Trust's articles of association.

Signature

Date

Completed nomination forms must be returned to the school by Friday 19th January 2024.