

8<sup>th</sup> January 2024

Dear Parent/Carer

**Parent Academy Councillor Vacancy (*deadline for nominations Thursday 25 January 2024*)**

We currently have a vacancy for an Academy Councillor, and you are very welcome to put your name forward if you are interested in this volunteer role and wish to stand for election. An election will only take place if there is more than one nomination received for the role. Much like a Governing Body, the Academy Council's role is to ensure your children learn in a safe environment and to the maximum of their ability.

**What does being an Academy Councillor involve?**

You don't need to be an experienced professional to be a brilliant Academy Councillor – it's about attitude and your personal skills as much as it is professional experience.

Our Academy Councils meet approximately once per term (between 5 and 6 times a year) currently at 4.30 – 6.30 pm. It is important that Councillors attend Council meetings regularly; this is where key decisions are made and where the Council have a good opportunity to challenge the academy teams. Councillors are encouraged to link up with a specific part of academy life. This might be taking a special interest in a subject area, such as English, or having a focus on a group of students, such as those with special educational needs.

Councillors will receive the meeting agenda and associated papers in advance of the meeting and are expected to spend some time preparing for the meeting. Councillors are also required to complete core training on an annual basis via the online training platform.

Councillors are regularly invited into academies; these visits are valuable opportunities to learn more about the academy and provide another perspective to the information received at Council meetings.

Parent Councillors are not elected to represent parents. Rather, they are representative of the parent body; they are able to bring a parent's perspective to discussions and decisions being made by the Academy Council.

All parents and carers are eligible to stand for election, except:

- Persons subject to a bankruptcy restriction order, interim order, or debt relief order.
- Persons disqualified under the Company Directors Disqualification Act 1986; Companies (Northern Ireland) Order 2002, or an order made under the Insolvency Act 1986.
- Persons that have been removed from the office of trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on grounds of any misconduct or mismanagement in the administration of the charity, or under section 34

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of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of anybody.

- Persons included in the list of people considered by the Secretary of State as unsuitable to work with children or young people.
- Persons barred from any regulated activity relating to children.
- Persons subject to a direction of the Secretary of State under section 142 of the Education Act 2002 or section 128 of the Education and Skills Act 2008
- Persons disqualified from working with children or from registering for child-minding or providing day care.
- Persons disqualified from being an independent school proprietor, teacher, or employee by the Secretary of State
- Persons (subject to certain exceptions for overseas offences that do not correlate with a UK offence) that have:
  - Been sentenced to three months or more in prison (without the option of a fine) in the five years ending with the date preceding the date of appointment/election as a governor or since becoming a governor.
  - Received a prison sentence of two and a half years or more in the 20 years ending with the date preceding the date of appointment/election as a governor.
  - Received a prison sentence of five years or more.
- Persons that have been convicted and fined for causing a nuisance or disturbance on school or educational premises during the five years ending with the date immediately preceding appointment/election or since appointment or election as a governor.
- Persons that refuse a request by the clerk to make an application to the Disclosure And Barring Service for a criminal records certificate.

If you would like to put your name forward, please complete the online [Nomination Form](#) by **12 noon on Thursday 25 January 2024**. You will need to include a brief factual statement about yourself (not exceeding 100 words). You might like to include a little about your background and why you want to be a Councillor. If there is more than one nomination received, I will circulate your statement, and those of other candidates, to voters for the election to take place. If you have any difficulties with completing the online form and wish to receive a paper copy, please email me on [linda.corbidge@clf.uk](mailto:linda.corbidge@clf.uk).

Please do take a look at the [Academy Council section](#) of the website for information about our Council.

If you have any questions about the role, please feel free to email me on the email above.

Yours sincerely

Linda Corbidge  
Clerk to the Academy Council

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