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**THE BULWELL
ACADEMY**
*Creative
Education
Trust*

February 2024

Dear Parents/Carers

Nomination for 2 Parent Academy Council Members

I am delighted to inform you of 2 vacancies that we have for parent/carer Academy Council (AC) members of The Bulwell Academy School from February 2024.

The AC are responsible for a wide range of matters, including promoting, supporting and having a wider involvement in school matters. It is an opportunity to have your voice in the school, represented through the council. You also may be asked to sit on a panel occasionally. These panels can include discipline hearings for pupils. You would be supported in these duties by other experienced members of the AC, the Principal and the Clerk.

The AC works together as a group, meeting 4 times a year. If you are thinking of standing as an Academy Council member, you will need to attend a minimum of three meetings a year. As an Academy Council member, you will normally hold office for a period of three years, even if your child leaves the school during this time. You can, however, resign from the AC at any time.

Parents from ethnic minorities and with disabilities are generally under-represented on school governing bodies in the county. The Academy would like to encourage nominations from under-represented groups in our community. We are particularly interested in parents who can:

- Be an advocate of the school
- Be willing to speak publicly on behalf of the staff
- Be a point of contact for the local community and publicly support parents in the community.

In line with good practice, all school Academy Council appointments will be subject to security clearance. The aim of this check is to protect children and vulnerable young adults from abuse of any kind.



Anyone who has parental responsibility for a pupil on the Academy roll at the time of the election can stand for election and can vote in the election. Once you are satisfied that you are eligible to become an Academy Council member, please complete the nomination form and declaration.

If you wish you can include a few details about yourself and why you would like to become an Academy Council member (not exceeding 100 words). This will then be circulated to all parents/carers to help them decide who to vote for.

You do not have to complete this section, but if you don't you may put yourself at a disadvantage if there is an election. An election will be held if more nominations are received than the number of vacancies.

If you're interested in becoming a member of The Bulwell Academy Council, please follow the link: <https://forms.office.com/e/XqYmKXR0Wf>

All nominations should be submitted by Friday 23 February. Any nominations submitted after this date will not be counted.

If you wish to have further information about what it means to be a member of an Academy Council, you can contact me directly for a discussion or a visit to the school.

We know the importance of having parents/carers more directly involved in the school and this is a great opportunity to have a voice in the continuing development of The Bulwell Academy.

I look forward to hearing from you.

Yours sincerely

Chris Keen
Executive Principal