



Outwood Academy City

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Principal: Mr Godsway Dzoboku

10th October 2022

To all Parents/Carers of students at Outwood Academy City

Dear Parent/Carer

Nominations for Parent/Carer Members of the Academy Council

The Academy is seeking nominations for Parent/Carer Members (governors) to sit on the Academy Council of Outwood Academy City. If you would like to put yourself forward for this position you will need to complete the attached nomination form and return it to Ms Cliffe at the Academy no later than 20th October 2022 or via email (f.cliffe@city.outwood.com). The successful candidate will undergo an induction process to help them understand and fulfil their role.

If on the closure for nominations there is more than one nominee, then an election will be held. Details of the election will be forwarded to all parents/legal guardians/carers by text and also placed on the Academy's website. Voting papers will be distributed to all parents/legal guardians/carers entitled to vote if this is required.

If it is necessary to proceed to election, then the nominees are entitled to provide a statement of up to 200 words in support of their nomination to all voters. Therefore, if you wish to provide a statement, this should be included with your nomination form.

Please find attached to this letter a fact sheet – Becoming a Parent/Carer Member of an Academy Council; Regulations Applying to Potential and Current Members of Academy Councils; and the Code of Practice for the Election of a Parent/Carer Member of the Academy Council.

The Academy Council is a sub-committee of the main Outwood Grange Academies Trust Board and we meet every half term for approx. two hours. We are currently meeting in person but governors are welcome to join the meetings via GoogleMeet if they prefer. Any papers or reports are circulated beforehand and governors are expected to read these (1-2 hours) and come to the meeting with any questions they may have to ensure we are providing support and challenge to the school leadership team.

Outwood Grange Academies Trust, a company limited by guarantee registered in England and Wales with company number 06995649.

Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF.

VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.

A list of Directors' names is open to inspection at our registered office.

Governors are also expected to visit school at least annually to observe and report back on an area of school improvement. As you would expect, there is mandatory training on Child Protection and Safeguarding issues every year. This is done online, in your own time (3-4 hours).

If you have any queries regarding the election process or the role of a Parent/Carer Member of the Academy Council, please do not hesitate to contact the Clerk to the Academy Council, Ms Francesca Cliffe.

Yours faithfully

A handwritten signature in black ink, appearing to read 'G Dzoboku', enclosed within a circular scribble.

Mr G Dzoboku
Principal