



To the parents at Avanti Fields School

1st September 2023

Dear Parents and Carers,

Invitation of Expression of Interest for Stakeholder Committee (SSC) Member

A vacancy has arisen for a Parent SSC Member. Notice of the vacancy has been posted on the school website and at the school. The SSC would welcome expressions of interest for the position from any eligible parent/carer member.

An Expression of Interest form, together with a Handbook explaining the role and responsibilities and expectations of an SSC Member is available on request to the school (these can be e-mailed, posted or collected from Reception).

The overriding requirement to serve as an SSC Member is a genuine interest and commitment to the wellbeing and education of young people. In addition, we welcome expressions from eligible staff with particular skills or experience in health and safety, wellbeing or safeguarding.

**see eligibility criteria attached*

Parent SSC Members are elected by other parents/carers of the school. The initial term of office is three years (renewable).

An opportunity to find out more before committing

Everyone completing an Expression of Interest is invited to meet the Chair of the SSC and myself at a brief meeting, date to be confirmed. This provides an opportunity for the Chair to explain the nature of governance and outline the commitment in time and responsibility that is required to fill the role effectively.

Timetable

If insufficient Eols are received to require an election, any nominee(s) will be declared elected unopposed. Subject to this, the timetable for the election (if this is required) is as follows:

Stage	Date
Closing Date for Receipt of Expressions of Interest	Friday 15 th September 2023
Meet the Chair <i>If an election is required, Ballot Paper and details of candidates will be sent to all staff after this date.</i>	TBC
Election Dates (If an election is required)	The ballot will be open from Monday 25/09/2023 until Friday 29/09/2023
Counting of Votes and Declaration of Result	Wednesday 04/10/2023



This will take place at the school on	
Date of first SSC Meeting	Tuesday 10 th October, 5pm – 7pm

Should you have any queries about the role of an SSC Member, or about the election process, please contact the Chair of the SSC (dipak.patel@avanti.org.uk) or the Trust Governance Officer (stuart.mcdonough@avanti.org.uk).

Please email expressions of interest to vanessa.bardsley1@avanti.org.uk by 4pm on Friday 15th September 2023.

Yours sincerely

Vanessa Bardsley
Principal

Enc: Eligibility Criteria