

14th September 2020

Dear Parent/Carer,

Election of a Parent member of the Aquinas Advisory Council (AAC) for Keston CE Primary School

I am writing to invite you to consider standing for election as a Parent/carer member of the Aquinas Advisory Council (AAC) for Keston CE Primary School or to nominate another parent/carer to do so.

Every Aquinas school has an AAC which is made up of a number of members; two of whom are parents/carers. Parent members are elected to serve for a period of four years.

The AAC offers advice to the Headteacher on the running of the school. No special qualifications are needed and the most important thing is to have a keen interest in the school and be prepared to play an active role in the AAC's work. Full training will be provided at no charge to the individual.

The AAC normally meets three times a year at the school.

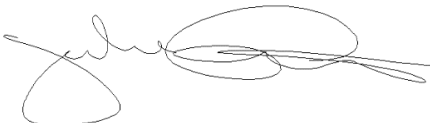
If you would like to stand for election or to nominate someone else, please complete the attached form and send it, along with your personal statement, to Mrs J Davall (Note Taker for the AAC) by **12 noon** on Monday 28th September **2020**, either by hand or via e-mail to admin@keston.bromley.sch.uk. The statement should include only biographical information, your reasons for wanting to be a parent member and the skills/contribution you believe you would bring to the AAC.

There is one vacancy for parent/carer members on the AAC. If only one nomination is received, then those nominees will automatically be elected. However, if there is more than one nomination for the vacancy, an election will be held. Two weeks will be allowed for the return of ballot papers. Each parent/carer will have one vote, no matter how many children he or she has at the school.

As the appointment may give access to children, there is a requirement for AAC members to undertake an enhanced Disclosure and Barring Service (DBS) check.

I do hope you will consider standing as an AAC member yourself or nominate another parent/carer to do so. If you would like more information about being an AAC member, please contact me.

Yours sincerely,



Mrs J Evison
Head Teacher

Disqualification from serving as a member of the AAC

A person shall be disqualified from serving on the AAC if:

- i. their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced; or
- ii. they are the subject of a bankruptcy restrictions order or an interim order; or
- iii. they are subject to a disqualification order or a disqualification undertaking under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order); or
- iv. they would cease to be a director by virtue of any provision in the Companies Act 2006 or are disqualified from acting as a trustee by virtue of section 72 of the Charities Act 1993 (or any statutory re-enactment or modification of that provision); or
- v. they have 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 they were responsible or to which they were privy, or which they by their conduct contributed to or facilitated.
- vi. they have not provided the Academy with a criminal records certificate at an enhanced disclosure level under section 113B of the Police Act 1997. In the event that the certificate discloses any information which would in the opinion of either the Chief Executive Officer or Headteacher confirm their unsuitability to work with children that person shall be disqualified. If a dispute arises as to whether a person shall be disqualified, a referral shall be made to the Trustees. The determination of the Trustees shall be final.
- vii. they are a person in respect of whom a direction has been made under section 142 of the Education Act 2002 or is subject to any prohibition or restriction which takes effect as if contained in such a direction.
- viii. they have, 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 a lesser sentence except where a person has been convicted of any offence which falls under section 72 of the Charities Act 1993.
- ix. they have been disqualified from being a Governor of a Church of England designated school.

Parent Election Nomination Form

Please enter **IN BLOCK LETTERS** the name and address of the person being nominated for election:

Name: _____

Address: _____

Name of Registered Pupil at the School: _____

Signature of person nominated: _____

Signature of proposer (if different to nominee): _____

Name and address in **BLOCK** letters of proposer (if different to nominee):

Personal Statement (maximum 250 words)

I wish to submit my nomination for the election of a parent member of the AAC for Keston CE Primary School.

I confirm (i.) that I am willing to stand as a candidate for election as a parent member and (ii.) that I am not disqualified from holding such a position.

Signature: Date:

Completed nomination forms must be returned to:

Mrs J Davall via the School Office or e-mailed to admin@keston.bromley.sch.uk by

12 noon Monday 28th September 2020