

19th March 2025

Dear Parents

ELECTION OF PARENT TRUSTEE

Nominations are invited for the role of Parent Trustee on the school's Board of Trustees.

The Board is the key strategic decision-making body in the school and is responsible for the conduct of the school with a view to promoting high standards of educational achievement. It does this by supporting and constructively challenging the school, and by ensuring accountability and compliance. Trustees have a responsibility under charity law, are directors for the purposes of company law and are governors with a role to play in school oversight.

Trustees need not be experts in the field of education. What they do need is an interest in the school and in the welfare of our children and the time and willingness to get involved.

As a minimum, our governing board expects Trustees to:

- Attend 7 termly meetings of the Board of Trustees
- Visit the school formally as a Trustee
- Commit to attend training courses and perform additional research as required.

All trustees are required to undertake an enhanced criminal records certificate from the Disclosure and Barring Service (DBS). In addition, all trustees must undertake safeguarding and child protection training as part of their induction.

All Parent Trustees must have parental responsibility for a pupil on the school roll at the time of the election. The term of office is four years.

If the number of nominations is the same as the number of positions to be filled, the persons nominated will be elected unopposed. If more than one nomination is received for the vacancy, then a ballot will be held.

All nominations should be signed by the candidate stating that they are willing to stand and be received by the school office by **10.00am on 28th March 2025**.

If you would like to find out more about how you can contribute to governance at our school, please contact Katie Paxton, Clerk to the Board, on Governance@riverbankprimary.org or ask the school office to arrange a conversation with the Chair of Trustees.

Yours sincerely



David Sansom
Headteacher

ELECTION OF PARENT TRUSTEE

RIVER BANK PRIMARY SCHOOL

Nomination Form

Name : _____

Address : _____

Local Authority Connection: _____

I have a child at the school and hereby nominate myself for consideration for appointment as a trustee of the school. Biographical details for inclusion in the voting paper are given below.

BIOGRAPHICAL DETAILS
(please limit to 200 words)

Signed: _____

Your completed nomination form must be returned to the school office by:

Date: 28th March 2025

Time: 10.00am