24 October 2014

Dear Parent

**ELECTION OF PARENT COMMITTEE MEMBERS**

Following my letter concerning the election of MAC Parent Board Directors, the Holy Trinity Academy Committee wish to appoint two Parent members.

The Academy Committee thus seeks nominations for two Parent members who will serve on the Holy Trinity Academy Committee for four years unless they resign the post in the interim.

Nomination forms are enclosed and must be returned to the school no later than 4pm on 11th November 2014. Should **two** or fewer nominations be received by the official closing date, the candidate(s) will be duly elected unopposed. In the event of there being **three** or more nominations an election will take place between 14th November and 24th November. Information on voting arrangements will be sent to you at a later date, as necessary.

Please note that you should not participate in more nominations than there are vacancies. Each nomination requires two proposers.

I have enclosed a little background information concerning the role and commitments which I hope you will find useful.

Yours faithfully

Deborah Webb

Returning Officer

*Clerk to the Academy Board*

*Pope Francis Catholic Multi-Academy Company*