

12th October 2021

Dear Parent/Guardian

**The Executive Board of The Boulevard Academy
Parent Trustee Election**

We currently have one vacancy for a parent trustee on the Executive Board which we need to fill as soon as possible. Parent trustees are elected by and from parents/guardians of students currently attending our school. They serve a four year term of office and bring a very important and valued perspective to the work of the Executive Board.

The Executive Board has a vital role to play in making sure every child receives the best possible education. This is achieved by ensuring that trustees have the necessary skills and commitment to contribute to the effective governance and success of the Academy. The particular skills we require include personal qualities and capabilities, such as the capacity and willingness to learn and work as part of a team, in addition to a range of knowledge and experience.

It is also expected that trustees will make use of the various training opportunities available to them and play a full part in the work of the Executive Board.

I will write to you again shortly to explain the process for electing Parent Trustees; please note the appointment is voluntary.

If you'd like to any further information, please contact Eunice Evans, Clerk to the Executive Board, on eevans@theboulevardacademy.onmicrosoft.com who will be pleased to answer your questions. Mrs Evans will also be in attendance at the informal parent/child event at the Academy on Thursday 21 October 2021.

Yours sincerely

Paul R Tempest

**Paul R Tempest
Chair of the Executive Board**