

The Harefield Academy

Achievement through Active Learning

Northwood Way, Harefield, Uxbridge, Middlesex, UB9 6ET

T: 01895 822108 F: 01895 822414 E: info@theharefieldacademy.org

W: www.theharefieldacademy.org

Headteacher: Tash Hurtado BA PGCE



27th May 2021

Dear Parents/Carers,

The Trustees of The Harefield Academy wish to recruit a Parent Trustee to the Board to support the strategic management of the school.

As a Parent Trustee you will have:

- The chance to make a real difference to our students by ensuring effective safeguarding, high quality education and advanced opportunity.
- An insight into the wider perspective of the school through long-term planning.
- The ability to develop skills in strategic management at board level.
- The opportunity to work with our team of Trustees and staff in developing our school, managing resource and driving up standards.
- Training and support to develop an understanding of specific management issues.

Trustees meet twice each term in the evening. Our Trustees are also expected to join one of two sub-committees which scrutinise effective use of resources and educational standards. On occasion there may be additional duties required, such as supporting key events in the school calendar, joining a working party or forming a review panel.

No previous experience is required, and the successful candidate will have access to a range of online and in-house resource plus access to appropriate training to support them in their role.

We encourage applications from all members of the parent community, regardless of background, gender, ethnicity, disability or age (as long as you're over 18). If there is more than one applicant an election by secret ballot will be held.

Please find application form on our website.

If you have any queries or would like to request a copy of the application form, please contact sue.littman@theharefieldacademy.org.

Please return your completed application form to The Harefield Academy addressed to Sue Littman, Clerk to Governors no later than 5pm on Friday 18th June 2021. Electronic copies are acceptable, please return to sue.littman@theharefieldacademy.org

Yours sincerely,

A handwritten signature in black ink that reads "Alexandra A. Smith". The signature is written in a cursive style.

Alexandra Smith
Chair of Trustees