



# Dashwood Banbury Academy

an Aspirations Academy

Growing together; succeeding together

Amy Rogers – Principal

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14 September 2021

Dear Parents and Carers,

At Dashwood Banbury Academy, we are fortunate to have a really supportive community and value your opinions and views. We regularly gain these through things like surveys, chatting to you on the gates and in parent's evenings. Also, our Governance structure includes a parent on the board which is really useful. The PTFA are another forum we use to help support us. All these are great ways to hear what people think but we are looking to set up a new **Dashwood Advisory Committee** which would be made up mainly of parents from a variety of year groups and backgrounds as well as a few members of the local community. This committee would be a place where we can discuss new ideas and initiatives in greater detail to help continue to move the school forward.

**I am writing to you to see if you would like to be a member of this new committee.** In order to help you make the decision, here are a few details about the role:

- There will be a maximum of 6 meetings a year, called when a new initiative or idea is coming up and lasting around 1 hour. (These may be in person or virtual).
- No previous experience is necessary to join the committee but members will be enthusiastic about supporting the whole school.
- Members will ensure they always speak on behalf of the community and not just their own personal circumstance.
- The meetings will be positive in nature and look to support the school.
- Members are expected to follow our confidentiality and safeguarding procedures which includes agreeing to hold an enhanced DBS and sign the code of conduct.
- There is no legal obligation as this committee is not a formal part of our governance.
- Members will be classed as volunteers for the school.
- The committee will be made up of no more 15 members to ensure discussions are evenly balanced and everyone has their views heard.
- At times, we may ask committee members to seek the views of others in the community and feedback in meetings.
- Minutes will be taken of the meetings which can be shared with governors as appropriate.
- Members may be co-opted or applied for. Where more applications are received than places, applications will be accepted based on the criteria set out in the personal specification (see below).
- Committee members will be elected following a successful application and an informal chat (not a formal interview!) with and SLT member.
- If you are interested in working in education, this could be a great way to start to find out more and get involved.

If you are interested in applying to be on the advisory committee, please complete an application form (collected from the school office) by 29<sup>th</sup> September 2021.

I cannot wait to have such a positive forum in place where we can discuss and debate creative and innovative ideas.

Kind regards,

*A. Rogers*

Mrs Amy Rogers



Talk4Writing



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## Person Specification

### Dashwood Advisory Committee

	Criteria	Essential / Desirable
<b>Aptitudes and Abilities</b>	<ul style="list-style-type: none"> <li>• Good communication skills</li> <li>• Helpful and positive nature</li> <li>• Understands the importance of confidentiality and discretion</li> <li>• Highly motivated</li> <li>• Reflective</li> <li>• Flexible</li> <li>• Commitment to the value and ethos of the Academy</li> <li>• Loyalty and patience</li> </ul>	E E E  E E E E E
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of how school systems work</li> </ul>	D
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working in an educational setting</li> <li>• Experience of supporting schools or settings (e.g. as a governor, trustee, volunteer, teacher, support staff)</li> </ul>	D  D
<b>Other Factors</b>	<ul style="list-style-type: none"> <li>• Commitment to equality of opportunity and the safeguarding and welfare of all pupils.</li> <li>• Enhanced DBS check.</li> </ul>	E  E