



To all members of Cumbernauld Academy Parent Forum

Dear Parent/Guardian

Establishment of Cumbernauld Academy Parent Council

I am delighted to tell you that a draft constitution for new Cumbernauld Academy Parent Council is now available for everyone to consider. I would now like to establish the Parent Council as quickly as possible.

The draft constitution states that the Parent Council can have up to a maximum of 20 parent members. As a parent/carer of a pupil at the school you are entitled to put yourself forward for membership of the Parent Council. The final version of the constitution will be agreed at the Annual General Meeting on 8th October.

Accordingly, if you are interested in becoming a member, please complete print and return the attached reply slip by no later than Friday 3rd October.

Please note that if the number of interested parents exceeds the number of places available then the parent members will be decided at the Annual General Meeting by a ballot as stated in the draft constitution.

If you require any further information, please do not hesitate to contact me.

Thank you for your co-operation in this matter.

Yours sincerely

Mark Cairns
Head Teacher

Cumbernauld Academy Parent Council

Reply Slip

I would like to express my interest in becoming a member of Cumbernauld Academy Parent Council. I am a parent/guardian of a child/children currently attending the school.

Name: _____

Address: _____

Signature: _____ Date: _____

Please return the completed form to the school office by no later than Friday 3rd October