

Dear Parent

Letter of Interest to become a Committee member & trustee

We are always looking for new parents to join the Wendens Ambo Pre-School Management Committee and we would be delighted if you would join the team.

If you would like more information about the role, the “Trustee’s Guidance Notes” are available on our website. These notes provide a brief description about what the Management Committee does for the Pre-School and the role of trustee.

If you could sign and return the Notice of Interest form to the Pre-School at the earliest opportunity and return it to “the attention of the Chair”).

Please note the Pre-School is a Charitable Incorporated Organisation (CIO) which means that as a trustee any personal liability is limited to £1.

The new committee members will be elected by the parents at the next AGM. We need a minimum of 3 and a maximum of 12 parents to sit on the committee. All new committee members are required to have a DBS check carried out and to be registered with the DBS update checking service. All costs incurred will be covered by the Pre-School. We are also required to inform Ofsted of your appointment to the Committee.

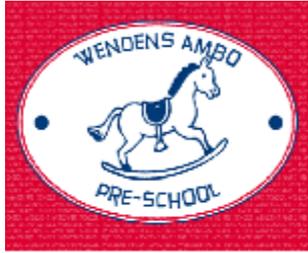
Further details on completing your DBS check will be available after the AGM.

If you have any questions, please do not hesitate to contact the Chair at the email address: chairman@wendensambopreschool.co.uk.

We hope you will join the Committee!

Thank you

**On behalf of the
Wendens Ambo Pre-School Management Committee**



Wendens Ambo Pre-School (CIO)

Notice of Interest in becoming a Committee Member & Trustee

By completing this form you are formally registering your interest in standing as a Committee Member & Trustee for Wendens Ambo Pre-School (CIO).

The Committee will be voted in at the next AGM.

I,

Wish to stand for election to the Wendens Ambo Pre-School Committee.

Signed :

Dated :

Please return this completed form to the Pre-School at the earliest opportunity and before the next AGM of the current year.