



Dear Parents and Carers,

The Trustees of the PTFA would like to invite you to an Emergency General Meeting (EGM), which will take place on 17th April at 3:15pm in the School Hall.

We are required to hold this EGM due to the Chair position becoming vacant. If you are interested in putting yourself forward for this role, please let us know in advance of the meeting. Any nominees will be voted in during the EGM.

We are very keen for the PTFA to continue, but we do need your support to make this possible.

If you would like to stand for a role, please notify us by emailing [pta@larchfieldschool.co.uk](mailto:pta@larchfieldschool.co.uk) no later than 10th April 2026.

Please note that if you are elected as a committee member, you will be required to abide by our governing body's constitution and will become a trustee of the charity, adhering to the relevant legal responsibilities. Full details will be explained to anyone who comes forward.

Warmest regards,

The Larchfield PTFA Team