

Decision Maker: **Schools Forum**

Date: **25 September 2014**

TITLE: CONSTITUTION OF THE SCHOOLS FORUM

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Ward: Boroughwide

1. Reason for report

1.1 This report provides an overview of the representation on the Schools Forum.

2. RECOMMENDATION

The Schools' Forum is asked to comment on and note the report.

3. BACKGROUND

3.1 As part of the constitution and terms of reference, the constitution of the Schools Forum is reviewed annually to reflect any changes the make up of the Forum in terms of member representation. This last took place in September 2013.

3.2 The Constitution was last fundamentally reviewed in September 2012 when Department for education (DfE) introduced new Schools Forum regulations.

3.3 Since this point there have been no further DfE regulations affecting Schools Forums.

4. MEMBERSHIP OF THE FORUM

Schools Membership

4.1 Representation on the Schools element of the Forum is derived in the main from pupil numbers. Currently there are thirteen members made up of Heads and Governors. Although current pupil numbers in each sector (primary/secondary/special, etc) have not changed significantly there has been movement between primary maintained and primary academy. This is as a result of Primary maintained schools converting to academy status.

- 4.2 This has meant that there should be a shift in membership with an increase of one primary academy member and a decrease of one primary maintained member of the Forum.
- 4.3 Overall membership will remain static at thirteen

Non Schools Membership

- 4.4 Current representation in the non schools element of the Forum is six. It is recommended that this be reduced to five. There has never been a Parent Partnership representative on the Forum and as this is not a statutory role in the Forum and because of the lack of take up for this role it is recommended that this be deleted.
- 4.5 A summary of the new constitution is below. Details of how this was derived are contained within Appendix one.

CONSTITUTION

Membership	OLD	NEW
SCHOOLS		
Special school representative governor/head (non academy)	1	1
PRU representative head/governor	1	1
Primary Academy head representative	1	1
Primary Academy governor representative	1	2
Primary head representative (non academy)	2	2
Primary governor representative (non academy)	2	1
Secondary head/governor representative (non academy)	1	1
Secondary Academy head representative	2	2
Secondary Academy governor representative	2	2
	<u>13</u>	<u>13</u>
NON SCHOOLS		
Early year provider (PVI)	1	1
14-19 partnership**	1	1
Diocese CofE**	1	1
Diocese Catholic**	1	1
Joint Teacher Liaison**	1	1
Parent Partnership Representative**	1	0
	<u>6</u>	<u>5</u>
OTHER NON- VOTING ATTENDEES		
Portfolio Holder/Portfolio Holder Assistant	1	1
Assistant Director of Education/Schools	1	1
Head of Finance	1	1
Head of Schools Finance Support	1	1
Clerk of the Forum	1	1
	<u>5</u>	<u>5</u>

** These members cannot vote on matters relating to the funding formulae to be used by the Local Authority

Vacancies

- 4.6 There are currently four vacancies on the Forum as follows. One is as a result of the restructuring of the membership and the other three are due to resignations/unfilled places:-
- 1) PRU representative
 - 2) Primary Academy Headteacher
 - 3) Primary Academy Governor
 - 4) Primary Maintained Headteacher
- 4.7 As per the terms of reference the relevant group will be asked to nominate a representative using a democratic process. The Council will assist where necessary. Where this is not possible, the Council will approach the relevant group for nominations.

5. TERMS OF REFERENCE OF THE FORUM

- 5.1 The terms of reference are largely unchanged apart from minor amendments to the text in paragraphs three and four.
- 5.2 Terms of reference are attached in Appendix 2. The latest DfE Forums good practise guide and regulations are contained in Appendix 3 and 4.

Non-Applicable Sections:	Policy, Financial, Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	N/A