

Schools Forum

21 March 2024

Schools Forum Membership

Recommendations

That the Schools Forum notes the report and is invited to:

1. Note that current representatives are invited to extend their term of office for an additional year up to March 2025.

1. Introduction

- 1.1 The term of office for all school representatives on Schools Forum is due to come to an end in March 2024. Membership was for two years starting in June 2022.

At present there are four vacant posts for school reps, and an article have been included in “Heads Up” and sent directly to schools to fill these posts. Despite these attempts no interest has been received.

Therefore, it is proposed, with the agreement of school representatives, that the term of office is extended for an additional one year up to the later of (i) March 2025 or (ii) the elections process taking place. This would retain current members’ invaluable expertise & experience for an additional year as well as ensuring compliance with Education and Skills Funding Agency’s (ESFA) guidance on Schools Forum powers and responsibilities.

The Local Authority will continue to reach out to Headteachers and Governors to promote Schools Forum and its important statutory role, in order to try to fill the current vacancies and also to enable a successful election process in 2025.

- 1.2 The ESFA-provides guidance on the required structure of Schools Forums. In summary the main requirements are:

- All types of school must be represented on the Schools Forum.
- The Local Authority decides the length of Schools Forum membership.
- Schools and Academies members together must number at least two thirds of the total membership of the Schools Forum
- There must be a proportionate split between those representing primary and secondary pupil numbers and between academy and maintained schools.
- There must be at least one representative of headteachers and one representative of governors among the schools members. The numbers of head teachers and governors do not have to be of equal size; for example, there may be more representatives of headteachers of primary schools than governors of such schools, or vice versa.

2. Current Schools Forum Membership as of 1 March 2024

2.1 Membership and vacant posts of the Schools Forum are detailed in the table below. Note that requirements by sector are based on the relative proportions of type of school.

Sector	No of school forum reps (based on 2022 requirements)	Current members	Vacant posts	No of school forum reps (based on 2024 requirements)	Change from 2022 to 2024
Schools SF representatives					
Primary Maintained	6	5	1	5	-1
Secondary Maintained	1	1		1	0
Primary Academy	3	3		4	+1
Secondary Academy	7	5	2	7	0
Special Schools Maintained	1		1	1	0
Special Schools Academy	1	1		1	0
Maintained Nursey School	1	1		1	0
TOTAL	20	16	4	20	0
Non-schools SF reps					
16-19 Partnership	1	1		1	0
PVI	2	2		2	0
Church of England Diocese	1	1		1	0
Catholic Archdiocese	1	0	1	1	0
Teachers Union	1	1		1	0
Alternative Provision	1	0	1	1	0
TOTAL	7	5	2	7	0

Requirements and Proportions for information (2024)

Sector	No of pupils on Oct 2023 Census	% of pupils	Required No of school forum reps	Of which Heads (or reps)	Of which Governors
Primary Maintained	27,294	31%	5	3	2
Secondary Maintained	1,108	1%	1	1 headteacher or governor	
Primary Academy	19,921	23%	4	2	2
Secondary Academy	37,803	44%	7	3 or 4	3 or 4
Special Schools Maintained			1	1 head teacher or governor	
Special Schools Academy			1	1 headteacher or governor	
Maintained Nursey School			1	1 headteacher or governor	
TOTAL			20		

3. Non-Schools Membership

3.1 Non schools, Schools Forum representatives are selected by the local authority, as follows:

Sector	No of current school forum reps
16-19 Partnership	1
PVI	2
Church of England Diocese	1
Catholic Archdiocese	0 (vacancy)
Teachers Union	1
Alternative Provision	0 (vacancy)

4. Election Timetable 2024

4.1 For information, the election timetable would have been as per the table below, but this timetable is not proposed to be followed due to extending the term of office for existing SF representatives. For current vacancies, Heads Up and direct communications with Schools and Academies will take place.

Monday 8 April	Nomination forms circulated to all maintained and academy schools
Friday 24 May	Deadline for submission of nominations
Monday 3 June	Distribution of election forms to all mainstream maintained schools and academies
Friday 14 June	Voting deadline and closure of elections process
Monday 17 June	2024-25 Membership finalised
20 June 2024	Schools Forum meeting

Purnima Sherwood
Head of Operational Finance Services
Email: purnimasherwood@warwickshire.gov.uk