



## **Schools Forum**

Date: 21 January 2016

Time: 8:30 a.m.

Venue: Shrewsbury Training  
and Development  
Centre

Item

Public

Paper

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## **SHROPSHIRE SCHOOLS FORUM CONSTITUTION**

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### **Summary**

At their meeting on 7 November 2013, Schools Forum approved the constitutional arrangements for the annual re-apportionment of membership to take account of the changing mix between maintained and academy schools. This report details the required re-apportionment from April 2016 based on the academy conversions up to October 2015.

### **Recommendation**

To approve the re-apportionment of Schools Forum membership from April 2016.

## **REPORT**

### **Membership**

1. All local authority School Forums are constituted in accordance with the Schools Forum (England) Regulations 2012. Shropshire Schools Forum approved the current Constitution at their meeting on 13 September 2012, with the new Constitution becoming operational from 1 October 2012.
2. At their meeting on 7 November 2013, Schools Forum received a report on a document from the Education Funding Agency (EFA) which referenced a requirement for regular reviews of Forum membership to take account of the pace of academy conversions and to ensure that membership remains proportionate (based on pupil numbers).
3. Following a report to School Forum on 23 October 2014, the following membership structure was approved to operate from 1 April 2015: 10 primary (5 headteachers, 5 governors), 4 secondary (2 headteachers, 2 governors), 5

academy (3 headteachers, 2 governors), 1 special school place and 1 pupil referral unit place (PRU). The special school and PRU places are not included in the apportionment calculation. The membership as at 1 January 2016 is attached.

4. In the November 2013 report Schools Forum agreed that a re-apportionment of membership should take place annually, from 1 April, using the pupil numbers from the previous October's school census.
5. In order to model the position from April 2016, the school census information from October 2015, and using the number of academies as at 1 October 2015, has been used to assess the impact on representation – see table below (noting that 19 school places are apportioned by excluding special and PRU members).

	<b>Oct. 2015 NOR*</b>	<b>Apportionment</b>	
Maintained Primary Schools	18,251	50.9%	10
Maintained Secondary Schools	6,273	17.5%	3
Academies (as at 1 October 2015)	11,301	31.6%	6
	<b>35,825</b>	<b>100.0%</b>	<b>19</b>

*\* excluding pupils in special schools and PRUs*

6. The analysis indicates that from April 2016 there will need to be a reduction from 4 to 3 maintained secondary representatives, and an increase from 5 to 6 academy representatives. It should be noted that the academy pupil numbers include 15.3% in the primary phase. It will be for the academy schools to consider whether the additional academy place should be allocated to a primary phase academy representative.
7. The EFA guidelines stipulate that the academy representation can be drawn from free schools in the local authority area. Equally consideration will need to be given to the balance of headteacher and governor representation in each of the constituent groups.
8. Severndale Specialist School converted to an academy on 1 January 2014. Schools Forum have previously determined that they are happy for the representative from Severndale to take up the special school place on Schools Forum, rather than an academy place..
9. The reduction from 4 to 3 members from secondary maintained schools will need managing. Precedent would suggest that this membership should be made up of 2 headteachers and 1 governor.
10. While the local authority will support the constituent groups through the facilitation and management of, for example, election processes, the responsibility for determining how nominations will be sought, the mix between headteachers and governors, and the balance of representation between phases and/or size of school, must rest with the constituent groups.