

West Berkshire Schools' Forum	
Title of Report:	Schools' Forum Membership from September 2013
Date of Meeting:	10th June 2013
Contact Officer(s)	Carolynn Loosen / Claire White
For Decision	

1.1 Introduction

The Schools' Forum currently has 24 members; 19 school members and 5 non-school members. In July, 50% of the Schools' Forum members will come to the end of their term of office. Therefore this was seen as a good opportunity to review the size of the Forum and plan for the selection of replacement members for the forthcoming academic year.

1.2 Good Practice Relating to Membership

The factors that must be taken into account in deciding the make up of the membership are:

- The need to have full representation for the various types of school with the number of members representing each being broadly proportionate to the number of pupils in each phase. This is to ensure debate within the Schools' Forum is balanced and representative.
- There is no minimum or maximum number of members, but non school members must not make up more than one third of the total membership. However, care should be taken to keep the Schools Forum to a reasonable size to ensure that it does not become too unwieldy.

Schools' Forum is required to decide on one of the three membership options detailed below. Proposals are based on the pupil numbers from the October 2012 census and include known academy conversions up to September 2013:

Primary and Secondary Schools

	Pupil Numbers (based on Oct 2012 census)	
	Number	%
Primary (64 schools)	12,146	49%
Secondary (4 schools)	4,319	18%
Academies (8 schools)	8,169	33%
	24,634	100%

In determining the composition of Heads and Governors for each phase, regard should also be made to having a workable number of members on the Heads Funding Group.

1.3 Membership Options

Option 1 – Total 24: 19 school members 5 non school members (unchanged)

Option 1 - Maintain current no. of Members

	Heads Number	Governors Number	Other Number	Total Number	%
Primary	4	3	1	8	50%
Secondary	2	1	0	3	19%
Academies	3	2	0	5	31%
	9	6	1	16	100%

Other School Members

Nursery Schools	1			1	
Special Schools	1			1	
PRUs	1			1	

Non School Members

RC Diocese			1	1	
C of E Diocese			1	1	
EY PVI			1	1	
Trade Union			1	1	
14-19 Partnership			1	1	

TOTAL MEMBERSHIP	12	6	6	24	
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Proportion of School Members (minimum must be 66.7%) 79.17%

Option 2 – Total 18: 13 school members 5 non school members

Option 2 - Reduce no. of P & S members to 10

	Heads Number	Governors Number	Other Number	Total Number	%
Primary	3	2	0	5	50%
Secondary	1	1	0	2	20%
Academies	2	1	0	3	30%
	6	4	0	10	100%

Other School Members

Nursery Schools	1			1	
Special Schools	1			1	
PRUs	1			1	

Non School Members

RC Diocese			1	1	
C of E Diocese			1	1	
EY PVI			1	1	
Trade Union			1	1	
14-19 Partnership			1	1	

TOTAL MEMBERSHIP	9	4	5	18	
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Proportion of School Members (minimum must be 66.7%) 72.22%

Option 3 – Total 20: 15 school members 5 non school members**Option 3 - Reduce no. of P & S members to 12**

	Heads Number	Governors Number	Other Number	Total Number	%
Primary	4	2	0	6	50%
Secondary	1	1	0	2	17%
Academies	3	1	0	4	33%
	8	4	0	12	100%

Other School Members

Nursery Schools	1			1
Special Schools	1			1
PRUs	1			1

Non School Members

RC Diocese			1	1
C of E Diocese			1	1
EY PVI			1	1
Trade Union			1	1
14-19 Partnership			1	1

TOTAL MEMBERSHIP	11	4	5	20
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Proportion of School Members (minimum must be 66.7%) 75.00%

1.4 Impact of each Option on membership elections

For each of the above options, the election requirements are detailed below:

Membership Position September 2013			Option 1	Option 2	Option 3
Primary					
Head	K Cockar	Status Left	To elect	no longer required	To elect
Head	J Micklewhite	Term End	To elect	To elect	To elect
Head	C Morley	Current	ok	ok	ok
Head	C Prickett	Current	ok	ok	ok
Governor	J Tyzack	Term End	To elect	to elect one	to elect one
Governor	N Breach	Term End	To elect		
Governor	P Hudson	Current	ok	ok	ok
Other	P Slingsby	Term End	To elect	no longer required	no longer required
Secondary					
Head	D Ramsden	Term End	To elect	to elect one	to elect one
Head	P Fry	Term End	To elect		
Governor	C Rothwell	Term End	To elect	To elect	To elect
Other	M Tillett	Academy Trf	no longer required	no longer required	no longer required
Academy					
Head	P Dick	Current	ok		ok
Head	G Whiteford	Current	ok	One to step down	ok
Head	C Wilson	Current	ok		ok
Governor	J Clifford	Current	ok	ok	ok
Governor			new to elect	not required	not required
Other					
Nursery	F Bridger Wilkinson	Term End	To elect	To elect	To elect
Special	J Headland	Term End	To elect	To elect	To elect
PRU	S Williams	Current	ok	ok	ok
RC Diocese	G Spellman	Current	ok	ok	ok
CofE Diocese	M Harwood	Current	ok	ok	ok
EY PVI	B Jenkins	Term End	To elect	To elect	To elect
Trade Union	K Watts	Current	ok	ok	ok
14-19 Partnership	F Clarke	Current	ok	ok	ok

Option 1

The Primary Heads Forum will be required to elect **3** representatives.

The Secondary Heads Forum will be required to elect **2** representatives.

The Governors Forum will be required to elect **3** representatives (2 primary & 1 secondary).

Academies will be required to elect **1** governor representative.

The Nursery Schools, Special Schools & Early Years will also be required to each elect a representative

Option 2

The Primary Heads Forum will be required to elect **1** representative.

The Secondary Heads Forum will be required to elect **1** representative.

The Governors Forum will be required to elect **2** representatives (1 primary & 1 secondary).

The Nursery Schools, Special Schools & Early Years will also be required to each elect a representative.

In addition 1 Academy Headteacher will be required to step down.

Option 3

The Primary Heads Forum will be required to elect **2** representatives.

The Secondary Heads Forum will be required to elect **1** representative.

The Governors Forum will be required to elect **2** representatives (1 primary & 1 secondary).

The Nursery Schools, Special Schools & Early Years will also be required to each elect a representative.

For Decision: Decide on the membership structure from September 2013

Further Action:

Primary representative elections to be organised at the next Primary Heads Forum meeting on 11th July 2013.

Secondary representative elections to be organised at the next Secondary Heads Forum meeting on 18th June 2013.

Governor, Nursery School, Special School, Early Years PVI elections will all need to be completed by the end of July.