

<p>Report to Hartlepool Schools' Forum 4th February 2015 From Dean Jackson</p>

Agenda Item 4 - Forum Constitution and Membership

1. Introduction and Background

- 1.1 The Schools Forums operational guidance and Good Practice Guide 2013 recommends that the Schools Forum membership is reviewed annually.
- 1.2 There will be three schools converting to Academy status and nine Forum members whose roles are expiring during the 2014/15 Academic Year. It is therefore appropriate to review the Forum Membership.

2. Proposed Schools' Forum Membership

- 2.2 The current membership is attached at **Appendix 1**. There are currently 17 School Representatives. Of these two places are allocated to the PRU and Springwell. Taking into account three schools converting to Academy status the remaining 15 places have been allocated in accordance with pupil numbers based on the October 2014 Pupil census.
- 2.3 The ratios would be eight Primary (including 1 Governor Representative) two Secondary Representatives and five Academy Representatives.
- 2.4 **ACTION:-**
 - 1) Note the new membership of the Forum and agree all changes will be implemented from 1st September 2015.

3. Schools' Forum School Sector Representatives

3.1 Primary Sector

- 3.1.1 In order to reflect the Forum membership it will be necessary to delete one Primary Headteacher representatives.
- 3.1.2 Six of the current Primary representative's terms of office expire before 31st August 2016.

3.1.3 ACTION:-

- 1) Delete one Primary Headteacher representative and their substitute before 30th June 2015.
- 2) Elect six Primary representatives and their substitutes by 30th June 2015.

3.2 Secondary Sector

- 3.2.1 In order to reflect the Forum membership it will be necessary to delete one secondary representative.

3.2.2 The terms of office for the remaining two Secondary representatives expire on 31 August 2015.

3.2.3 **ACTION:-**

- 1) Propose two Secondary representatives and their substitutes before 30th June 2015.

3.3 Academy Sector

3.3.1 In order to reflect the Forum membership it will be necessary to elect two Academy representatives and named substitutes.

3.3.2 The terms of office of two of the remaining Academy representatives expire on 31 August 2015.

3.3.3 **ACTION:-**

- 1) Elect four Academy representatives and their substitutes before 30th June 2015.

3.4 Special

3.4.1 No action.

3.5 PRU

3.5.1 No action

4. Schools' Forum Other Organisations Representatives

4.1 Non Schools' Positions

4.1.1 The term of office for the PVI representative ended in October 2014. The PVI providers need to confirm in writing whether the term of office is to be extended or who is to be the new representative. A named substitute needs to be provided as well.

4.1.2 The term of office for the Union representative ended in May 2014. The Forum has yet to receive a formal letter of notification extending the current representatives term of office.

4.1.3 **ACTION:-**

- 1) PVI providers need to confirm their representative and named substitute before 31st March 2015.
- 2) Contact the Union for confirmation of the extension of the current representative's term of office.

4.2 16-19 Sector Representative

4.2.1 The position for an FE sector representative to join the Forum is vacant. An election will need to be made by the 16 – 19 Sector.

4.2.2 **ACTION:-**

- 1) Contact the 16 – 19 Sector in order to arrange an election for a representative and named substitute.

5. **Recommendations**

5.1 The Forum is asked to:-

- Note the new membership of the Forum.
- Approve the Action points throughout the report.

APPENDIX 1

Representatives	Sector Represented	School / Establishment	Term of Office		Named Substitute
			From	To	
<u>SCHOOLS</u>					
TBC	PRIMARY	Governor	01 January 2015	31 December 2016	TBC
Jan Brough	PRIMARY	Ward Jackson	01 July 2013	30th June 2015	Margaret Hodgson
Andy Brown	PRIMARY	West View	01 July 2013	30th June 2015	Julie Thomas
John Hardy	PRIMARY	St John Vianney	01 September 2014	31 August 2016	Mary Frain
Peter Cornforth	PRIMARY	Fens	01 July 2013	30th June 2015	Mandy Hall
Sue Sharpe	PRIMARY	Golden Flatts	01 September 2012	31 August 2015	Alison Darby
Marian Fairley	PRIMARY	Lynnfield	01 July 2013	30th June 2015	Jo Wilson
Lynne Pawley	PRIMARY	Rossmere	01 July 2013	30th June 2015	Leanne Yates
Vacant					
Sub-Total	9				
Anne Malcolm	SECONDARY	Manor	01 September 2014	31 August 2016	Kevin Malcolm
Mark Tilling	SECONDARY	High Tunstall	01 September 2013	31 August 2015	Ian Ness
Penny Barker	SECONDARY	St Hild's	01 September 2012	31 August 2015	Emma Espley
Sub-Total	3				
Andrew Jordon	ACADEMY	Northern Education	01 September 2013	31 August 2015	Judy Thompson
Julie Deville	ACADEMY	Extol Academy	01 September 2013	31 August 2015	Judy Thompson
Mike Lee	ACADEMY	English Martyrs	01 May 2014	30 April 2016	TBC
Sub-Total	3				
Karl Telfer	SPECIAL	Springwell	01 November 2013	31 October 2016	Louise Hargreaves
Sub-Total	1				
Peter McMahon	PRU	PRU	01 April 2014	31 March 2016	Tony Armstrong
Sub-Total	1				
SUB-TOTAL SCHOOLS	17				
<u>NON-SCHOOLS</u>					
Suzie Yeniceri	PVI *		01 November 2011	31 October 2014	Julie Hall
Vacant	DIOCESE - ROMAN CATHOLIC	Hexham & Newcastle	01 October 2013	30 September 2015	Jeff Cook
Amanda Baines	DIOCESE - C of E	Durham	01 January 2013	31 December 2015	Ian Railton
Chris Hargreaves	UNIONS	NASUWT	01 June 2012	31 May 2014	tbc
Danielle Swainston	EARLY YEARS	HBC	01 December 2012	30 November 2015	Penny Thompson
Vacant	16-19 SECTOR		n/a	n/a	tbc
SUB-TOTAL NON-SCHOOLS	6				
TOTAL MEMBERSHIP	23				