



## Schools forums structure

A summary of the structure of schools forums.

Category	Schools members	Academies members	Non-school members
Represented groups	<p>Where the local authority maintains the following types of school, they must be represented on the schools forum:</p> <ul style="list-style-type: none"><li>• Primary Schools</li><li>• Secondary Schools</li><li>• Special Schools</li><li>• Nursery Schools</li><li>• PRUs</li></ul>	<p>At least one academies member must be a representative of mainstream academies, which includes free schools, UTCs and Studio Schools. In addition, there must be one member for each of the following groups (if such exist in the local authority area):</p> <ul style="list-style-type: none"><li>• Special academies, including free schools</li><li>• Alternative provision academies, including free schools</li></ul>	<p>16 to19 providers</p> <p>Early years Private, Voluntary and Independent (PVI) providers</p> <p>Before considering other groups, the local authority must consider diocesan representation</p>

Category	Schools members	Academies members	Non-school members
Type of member	<p>Within each of the five groups above there could be the following types of member:</p> <ul style="list-style-type: none"> <li>• Headteachers (or their representative)</li> <li>• Governors</li> <li>• Headteachers and Governors</li> <li>• In overall terms there must be at least one headteacher (or their representative) and one governor</li> </ul>	Any	Any
Schools forum structure	<p>Schools members and academies members must comprise at least two thirds of the schools forum membership</p> <p>Primary schools, secondary schools and academies must be broadly proportionately represented on schools forum, based on the total number of pupils registered at them</p>	<p>Schools members and academies members must comprise at least two thirds of the schools forum membership</p> <p>Primary schools, secondary schools and academies must be broadly proportionately represented on schools forum, based on the total number of pupils registered at them</p>	
Voting	Only primary representatives can	No voting on de-delegation or the	No voting on de-delegation or the

Category	Schools members	Academies members	Non-school members
	<p>vote on primary school dedelegation Only secondary representatives can vote on secondary school dedelegation All schools members can vote on the scheme for financing schools All schools members can vote on any other schools forum business, including the consultation on the funding formula.</p> <p>Maintained school members can vote on items relating to <a href="#">general duties and retained duties</a>.</p>	<p>scheme for financing schools All academies members can vote on any other schools forum business, including the consultation on the funding formula.</p> <p>Academy members can vote only on <a href="#">retained duties</a>.</p>	<p>scheme for financing schools Only PVI representatives can vote on the consultation on the funding formula.</p> <p>All non-school members can vote on any other schools forum business</p>
Elected by	<p>The relevant sub-group of the relevant type of school e.g. primary school governor representatives are elected by the governors of primary schools, secondary school headteachers are elected by the headteachers of secondary schools.</p>	<p>The relevant proprietors of academies elect for their group, e.g. mainstream academies, special academies and alternative provision academies</p>	<p>Election only applies to the representative for the 16 to 19 providers, who is elected by all eligible 16 to 19 providers</p>

Local authority appointment of members	Only if no election takes place by the agreed date or in the event of a tie	Only if no election takes place by the agreed date or in the event of a tie	<p>Can appoint a 16 to 19 representative only if no election takes place by the agreed date or in the event of a tie.</p> <p>For all other non-schools members the local authority appoints, but it's good practice to seek nominations from the relevant bodies</p>
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**Other attendees who are permitted to contribute to a schools forum meeting:**

- an observer appointed by the Secretary of State
- the Chief Financial Officer
- the Director of Children's Services
- officers providing financial & technical advice to schools forum
- the Executive Member for Children's Services
- presenters (restricted to the paper they are presenting)
- the Executive Member with responsibility for resources