

Resources Department
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To:
**Croydon Primary Maintained
school Headteachers**

Contact: Judith Bennett
judith.bennett@croydon.gov.uk

Date: 14 October

Dear Headteacher,

The Schools Forum has vacancies for 1 main and 2 'alternate' primary maintained school headteacher representatives. We are seeking self-nomination from anyone interested in becoming a member of the Forum. The term of office is for three years.

The Forum operates an 'alternate' member system whereby 'alternate' members are invited to attend meetings. At each meeting when members are not present the required number of alternate members are appointed for that meeting. They attend meetings as an observer when the main member is present, but cannot vote. 'Alternate' members receive all relevant documentation.

The role of the Schools Forum has changed from a consultative group to a decision making body. For example, the Forum decides:

- on changes to the Local Authority's Schools funding formula;
- agreeing on arrangements for multi-year budgets;
- agreeing the balance of expenditure between delegated schools expenditure and other expenditure on pupils managed and administered by the LA.

The sums of money involved are considerable – in excess of £250m per annum and it is vital that Governors, who play such a key role in school management, are adequately represented on the Forum.

It is very important that the Schools Forum represents the wide diversity of the Croydon schools community. Schools Forum Members take a strategic view of the issues they are considering. While members of our Schools Forum are representatives of their specific sector or phase, they must be able to consider the needs of the whole of the educational community, rather than using their position on the Schools Forum to advance their own sectional or specific interests.

There are usually 7 meetings per academic year. Meetings are held in central Croydon, usually at Bernard Weatherill House. Refreshments are available at meetings and any travel expenses incurred will be reimbursed upon production of a valid receipt.

Please inform Nick Dry, President of the CHTA of your nomination **by Monday 7 November 2016** by calling him at St. Nicholas School - **020 8660 4861** or e-mailing headteacher@st-nicholas.croydon.sch.uk

Yours sincerely

A handwritten signature in black ink that reads "Judy Bennett". The signature is written in a cursive style with a large initial 'J' and 'B'.

Judy Bennett
Clerk to the Schools Forum