

**Herefordshire Schools Forum****Election and Appointment Arrangements**

- 1 The tables below set out the agreed electing or appointing body for each sub-group and the number of seats available on the forum.
- 2 Electing or appointing bodies must provide the clerk to the schools forum with details of the method of election or appointment of members to the forum for that sub-group and a point of contact to which notification of vacancies can be made. Details should be sent to [GovernanceSupportTeam@herefordshire.gov.uk](mailto:GovernanceSupportTeam@herefordshire.gov.uk).
- 3 Electing bodies are responsible for ensuring that nomination and election of members takes place in a fair and transparent way and for providing evidence of this if requested to do so. Electing bodies must ensure that all those eligible to vote on membership have the opportunity to do so, even if they are not members of the organisation administering the election.

**Schools Members**

<b>Sub-Group</b>	<b>Electing / Appointing Body</b>	<b>Number of seats</b>
LA maintained primary school's head teacher representatives	Primary heads (LA maintained schools only)	3
LA maintained school with a maintained nursery class representative	Primary heads (LA maintained schools only)	1
LA maintained primary schools' governor representative	HGA	1
LA maintained secondary schools' governor representative	HGA	1
LA maintained secondary schools' head teacher representative	HASH (LA maintained schools only)	1
LA maintained special schools' head teacher representative	Special school heads (LA maintained only)	1
Pupil Referral Unit management committee representative	Management Committee for the Pupil Referral Service	1
Mainstream academies	Mainstream academy proprietors in Herefordshire	8
Academy special school Representative	Special academy proprietors in Herefordshire	1

**Non-Schools Members**

<b>Sub-Group</b>	<b>Electing / Appointing Body</b>	<b>Number of seats</b>
Early years representatives	Appointed by Local Authority	2
16-19 provider representative	16-19 providers (Arranged by Local Authority)	1
Diocesan / faith representatives	One each appointed by Diocesan Board of Education and Catholic Archdiocese	2
Trade Union representatives 1 primary and 1 secondary remit	Appointed by Local Authority	2