

**PROPOSED FUTURE SCHOOLS FORUM DATES AFTER JULY**

*To:* Cambridgeshire Schools Forum

*Date:* 17th January 2020

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**1.0 INTRODUCTION**

- 1.1 The dates for future Schools Forum meetings are currently scheduled until July 2020 as originally agreed at the January 2019 Forum meeting. There is now a need to agree future dates from the next Autumn term until July 2021 to help with forward planning and this also includes suggestions for some potential training / workshop dates. The latter, and also any Formal Forum dates that are agreed at this meeting can always be cancelled nearer the time if deemed as no longer being required. The important issue is to get dates in diaries as much in advance as possible.
- 1.2 The attached appendix identifies potential dates for Forum and training / workshop dates with an explanation regarding the dates identified.

**2.1 Current agreed dates for Forum meetings**

The following were agreed last January and the intention is to keep to them unless nearer the time they are deemed as not being required for a formal meeting or a training / workshop session.

**Friday 17<sup>th</sup> January 2020**  
**Friday 28<sup>th</sup> February 2020**  
**Friday 15<sup>th</sup> May 2020**  
**Friday 17<sup>th</sup> July 2020**

- 2.2 It was agreed at the November 2019 Forum meeting that going beyond the Summer of 2020 there should be five formal meetings of Forum in:

**November**  
**December**  
**February**  
**March (reserve date)**  
**July**

- 2.3 However from further discussions with the lead officers and from the experience of having to change the dates last autumn due to late Government announcements (which has been the feature of recent years) it is being suggested that the February meeting is replaced by one in January and that they are aligned around the dates already agreed for Children and Young People (CYP) Committee in 2020 /21. (detail provided in the appendix)

- 2.4 The general guidance for setting up Schools Forum meetings in the past was that they should not be arranged on Teacher Training days (when known in advance) or in school holiday periods. Friday appears to be the preferred day for Forum meetings. A more recent requirement has been that where the last day of term is a Friday, that if at all possible, (and while also taking into account of the relevant CYP Committee dates around the budget consultation / setting cycles) to have any required Schools Forum meeting the week before the last week of the term or to move it back from the Friday to the Wednesday in the last week of term. The December and January meetings need to co-ordinate with CYP Committee (who receive update reports on the funding formula in December and need to approve it at their January Committee meeting) and also to take account, if known, the Authority Proforma Tool (APT) deadlines date.
- 2.5 The following dates have been taken into account along with the already agreed CYP Committee dates for 2020-21 as the basis of selecting potential dates:

### **Maintained school terms and holidays**

Autumn Half term Monday 26<sup>th</sup> October to Friday 30<sup>th</sup> October 2020

Christmas Holiday Monday 21<sup>st</sup> December 2020 Friday 1<sup>st</sup> January 2021

Spring Half Term Monday 15<sup>th</sup> February 2021 Friday 19<sup>th</sup> February 2021

Easter Holiday Monday 29<sup>th</sup> March 2021 Friday 9<sup>th</sup> April 2021

Summer Half Term Monday 31<sup>st</sup> May 2021 to Friday 4<sup>th</sup> June 2021

Summer Holiday Friday starts 23<sup>rd</sup> July 2021.

- 2.6 The dates have recently been shared with officers. They have also been circulated in advance to Forum members for any views and these will be shared at the meeting.

## **3 RECOMMENDATION**

- 3.1 **To consider the following proposed Forum and additional Training / workshop dates, including expressing a preference where two dates have been offered and agree them, subject to any alternatives suggested.**

**a) November Forum proposed date - Friday 6<sup>th</sup> November 2020 Council Chamber**

For the December 2020 Forum meeting, Forum to asked decide between the two suggested dates below.

**b) Wednesday 16<sup>th</sup> December KV Room or Friday 18<sup>th</sup> December**

Again for January 2021 Forum is asked to decide which date would be the majority preference.

**c) Forum either on Wednesday 13<sup>th</sup> January 2021 or Friday 15<sup>th</sup> January 2021**

Then the following dates for Forum or training sessions / workshops which are not affected by the Budget process:

- d) Friday 26<sup>th</sup> February 2021 (workshop / training / reserve date)**
- e) Forum Friday 26<sup>th</sup> March 2021**
- f) Friday 21<sup>st</sup> May 2021 (workshop / training / reserve date)**
- g) Forum Friday 16<sup>th</sup> July 2021**

Background Documents: None