# **Education Board Agenda Item Submission**

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| **Author of Submission** |  |
| **Role** |  |
| **School or Rep Group** | **Choose an item.** |
| **Contact name for further info** |  | Contact details:Email /phone |  |
| **Are you:** | Raising an agenda item | **Choose an item.** | Reporting/updating against an existing agenda item/action request | **Choose an item.** |
| Date of Board you would like the agenda item on | Choose an item. | Date of the Board where action to report back on was agreed | Choose an item. |
| Agenda Item title:Summary of key points you want to be raised/or you are reporting back against:Any related data or papers (embed here) |
| Please return this form to Secondary Forum ChairCurrent contact: Steve Howell Headteacher at COBS stevehowell@cobschool.com  |

Please note the Secondary Forum Chair may:

* Call you to discuss the report or agenda item so they can discuss your ask for the Board as an agenda item or understand your report back following a request from the Board.
* Request you attend the Board as a guest to present or report on the item