



## **TOWER HAMLETS CHILDREN'S SERVICES**

### ***Constitution and Procedures***

# **Standing Advisory Council on Religious Education**

## **(S.A.C.R.E)**

## **DUTIES**

1. To advise the LA upon matters connected with school worship in county schools and religious education to be given in accordance with the Agreed Syllabus. These matters can be referred by the Authority or may be determined by the Council. Matters such as teaching methods, teaching material and teacher training are mentioned in the Act. SACRE is an advisory council and advice offered carries no statutory force.
2. To receive and determine whether applications from Headteachers, to vary the requirement for worship of a broadly Christian nature, for the whole or for groups of pupils, are appropriate.
3. To publish an annual report on its work. This should outline the advice given by SACRE to the LA.
4. To require the LA to set up a statutory conference to review the Agreed Syllabus if, in the opinion of the SACRE, this becomes necessary.

## **MEMBERSHIP (see appendix B)**

1. The Council will consist of the members appointed by the LA to represent respectively: -
  - Group A: Such Christian and other religious denominations as, in the opinion of the authority, will appropriately reflect the principal religious traditions in the area.
  - Group B: The Church of England.
  - Group C: Associations representing teachers.
  - Group D: The Authority.
2. The length of service as determined by the Local Authority is three years. Any member of the council may be removed if in the opinion of the local Authority he/she ceases to be represented of the denomination or association he/she was appointed to represent or the Authority.
3. A quorate SACRE meeting will appoint a chairperson on an annual basis.
4. Additional members may be co-opted by SACRE or by a group within it. Co-opted members will have no voting rights.

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5. On statutory matters, each group will have one vote as determined by DES regulations sub-section 6 or Annex B circular 3/89. The Chair does not have a casting vote except where SACRE legislation overrides the standing orders.
6. Meetings of the full SACRE will be open to members of the public except for those parts when items of a confidential nature are to be discussed.

## PROCEEDINGS

7. Council Standing Orders shall be adopted for the conduct of meetings.
8. SACRE will meet as a full body at least once each term. It will be for SACRE to decide whether further meetings of the SACRE, or sub-committee, are required.

Group A Representatives from 2 different faith groups  
Group B 2 representatives from the Church of England group  
Group C Representatives from 2 different teacher association groups  
Group D 1 Councillor and LA Officer

9. The quorum for each meeting will be 8 persons, so long as:
  - each group is represented
  - and at least three faith groups are represented.
10. Members of Group A – C may arrange for substitutes to attend meetings and have full voting rights. Groups D may only substitute other elected members. Substitutes should be named and have papers.
11. SACRE will be serviced by a Clerk and will be advised by the Director of Children's Services or his representatives.
12. Within each group representative shall be entitled to one vote, with the exception of the Chair who will also have the casting vote in the event of a tie
13. The dates of meetings will be decided in advance and draft minutes of meetings circulated to members within one month of the meeting taking place.
14. Items for the Agenda must be sent to the Clerk 21 days before the date of the meeting.

## CO-OPTIONS

15. Members of SACRE or a representative group should consider the following when co-options are decided. Candidates should:
  - have some experience as religious educators

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- have a balanced view of the aims of religious education
- where possible be representative of specific education phases, to provide a balanced spread across various phases

16. SACRE will decide co-options following nominations from members of SACRE or representative groups

### **AGREED SYLLABUS COMMITTEE**

17. SACRE may convene a Conference to review and determine the locally Agreed Syllabus. This conference will be similar in composition to SACRE and will meet the procedural requirements set by the DfES regulations in paragraphs 26-30 of Annex E circular 3/89.

## **Appendix A**

### **APPLICATION TO SACRE REGARDING ALTERNATIVE COLLECTIVE WORSHIP**

18. In Tower Hamlets an application by a Maintained School to SACRE for a determination to lift or modify the requirement of ERA, with respect to collective worship and circular 3/89 paragraphs 34 and 35, should adopt the procedures outlined in appendix 1
19. REVIEW OF DETERMINATION - A determination will be granted for a maximum of four years and will be reviewed by SACRE not later than the end of this period. It may be reviewed at any time by SACRE on an application made by the headteacher of the school after consultation with the governing body.

### **PROCEDURE FOR APPLICATION TO SACRE REGARDING ALTERNATIVE COLLECTIVE WORSHIP**

#### **PROCESS FOR SEEKING A DETERMINATION**

1. Complete details on type of institution including phase and pupil roll.
2. Briefly indicate the family background of pupils at the school, paying attention to ethnic and faith aspects.
3. Where the determination refers to a group of pupils and not the whole school, give the actual number of pupils.
4. Identify the group(s) of pupils for which the determination is being sought, (being careful not to confuse race and religious faith groups).
5. Indicate why the current content and structure of provision is inappropriate to the family background of pupils concerned in this application.

## **EVIDENCE OF CONSULTATION**

6. Who has been consulted about this proposed modification?
7. Details of the consultation process should be included, with relevant documentation, for example,
  - minutes of governors' meetings
  - data from parent and
  - data from staff consultations.

## **AGREED SYLLABUS COMMITTEE**

8. Outline your proposed structure for collective worship, indicating provision for acts of worship of a broadly Christian character and or other forms of collective worship. Attach a copy of your proposed outline plan of collective worship for one term indicating:
  - a. Content
  - b. whether there are sufficient teachers in the school willing to lead this collective worship
  - c. other people who may be leading the activity

## **GENERAL REQUIREMENTS**

9. Please confirm that your proposal conforms with the requirements of the Education Reform Act in the following way:
  - a. Collective worship will 'not be distinctive of any particular Christian or other religious denomination' (that is, it may be distinctive of a particular faith, but may not be distinctive of a denomination within that faith).

## **APPLICATION**

As SACRE are able only to accept or reject an application without modification, you are recommended to discuss the issues and any proposed application with Ms Parmjeet Sehmi, SDA with responsibility for SACRE.

Completed application forms should be sent to the Clerk to SACRE.

You will be informed in writing whether your application has been granted and the date on which the determination begins.

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**Application to modify or waive the legal requirements for Acts of Worship to be wholly or mainly of a broadly Christian character. (Guidance notes attached)**

1. Name of School:

Type of Institution: Primary/Secondary/FE

2. Please indicate the number of pupils of the various faiths in your school.

Buddhist	Jewish
Muslim	Christian
Sikh	Hindu
Other	Not known

3. Is the determination being sought for the whole school?

4. If no, for which group or groups, of pupils is the determination being sought?

5. Reasons for seeking a determination.

6. Details of consultation with School Governors (e.g. dates of meetings at which Collective Worship was discussed). Please enclose copies of any documents.

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7. Result of consultation with School Governors (please enclose a copy of the appropriate minute).
  
8. Information on consultation with parents and documentation. Please give full details.
  
9. Information on consultation with teaching staff. How many are willing to participate in Collective Worship?
  
10. Details of proposed alternative arrangements to be accompanied with outline plan of worship for next terms, for an academic year.



## **Appendix B**

### **Membership of SACRE**

#### **Committee A**

Muslim (6)  
Hindu (1)  
Roman Catholic (3)  
Jewish (1)  
African Caribbean Pentecostal Churches (1)  
Buddhist (1)  
Sikh (1)  
Free Church (1)  
Society of Friends (1)

#### **Committee B**

Church of England (6)

#### **Committee C**

Teacher Associations (across phases of education)

2 x Headteachers (1 Primary, 1 Secondary)  
2 x Primary  
2 x Secondary  
1 x Post 16

#### **Committee D**

Elected members and officers

3 Elected members (1 minority, 2 majority)  
RE Adviser/Inspector  
Chief Education Officer (or representative)

Co-options

Humanist Representative