

LONDON BOROUGH OF SUTTON

STANDING ADVISORY COUNCIL FOR RELIGIOUS EDUCATION (SACRE)

The Standing Advisory Council, referred to below as SACRE, is constituted under the provisions of the Education Act 1996

TERMS OF REFERENCE

- 1.** To advise the Local Authority (LA) upon such matters connected with collective worship in community schools and the religious education to be given in accordance with an Agreed Syllabus (including methods of teaching, choice of teaching material and the provision of training for teachers) as the LA may refer to SACRE or as SACRE may see fit.
- 1.2** To advise on the effective and creative implementation of the collective worship requirements of the Education Act 1996 and to consider requests by schools for a determination.
- 1.3** To encourage the implementation of the Agreed Syllabus and in this regard to monitor the production of teaching resources and support material.
- 1.4** To support the LA in reviewing provision for religious education and collective worship in schools within the Borough.
- 1.5** To disseminate an understanding of the educational role of religious education and collective worship and to encourage the active involvement of local religious groups and organisations.
- 1.6** To keep under review the effectiveness and appropriateness of the Agreed Syllabus until such time (and no later than five years after the publication of the last agreed syllabus) it decides to require the LA to convene an Agreed Syllabus Conference to institute a formal review.
- 1.7** To publish an annual report, taking account of the SACRE self evaluation document, on its work specifying in particular any matters on which it has advised the LA, broadly describing the nature of that advice, and setting out the reasons for offering advice on any matters not referred to it by the LA.
- 1.8** To submit its annual report to NASACRE by 30 December each year as well as to local schools and other persons and organisations as it sees fit.

MEMBERSHIP OF SACRE

- 2.** SACRE shall comprise four groups, whose members are appointed as follows:

Group A

- Up to 8 Members of Christian denominations other than Church of England and other religions and belief systems reflecting the principal religious traditions in the community.

Group B - The Church of England

- Up to 4 Members nominated by the Diocese of Southwark

Group C - Teachers' Associations

- Up to 6 Members nominated by Professional Associations representing as far as is practicable, Primary, Secondary and Special Schools

Group D - The Local Authority

- Up to 5 Members nominated by Council

Co-opted Members

- Up to 2 additional non-voting members may be co-opted by SACRE at its discretion and who shall remain co-opted for as long as SACRE deems necessary or until such time as the co-opted Member resigns.

2.1 Substitutes

Each member of SACRE, or their nominating organisation, may name a substitute to attend meetings during the absence of the member concerned. Normally, the same conditions of appointment and terms of office apply to substitutes as to members. The constitution does not allow substitution on a casual basis.

2.2 Members of Groups A, B, C are appointed for a period of four years but shall thereafter be eligible for re-nomination by their nominating bodies.

2.3 Members of Group D are normally appointed annually at the Annual Council Meeting.

2.4 The level of membership of each Group should be reviewed regularly and additional Members appointed to reflect the different communities in the locality.

2.5 Any member of SACRE may at any time resign his/her office and a replacement be sought from the relevant nominating body.

2.6 SACRE will appoint its own Chair and Vice-Chair annually from amongst its membership. In the event of an equality of votes on any issue the Chair may exercise a casting vote.

2.7 The secretary/clerk of SACRE shall be an employee of Sutton Council.

2.8 An RE Consultant will be appointed by Sutton Council to advise the SACRE.

DECISION-MAKING

3. Voting at SACRE shall be on the basis of one vote per Group and formal resolutions to the LA shall be passed only if all four Groups are in agreement. Within each Group, voting shall be by simple majority.

3.1 All members are entitled to speak and vote on any issue but substitute or Co-opted members may speak but **not** vote at any meeting. SACRE will always seek to reach decisions on a consensus basis when voting is to be exercised as only one vote is allowed from each group A, B, C or D as above.

ATTENDANCE AT MEETINGS AND DISQUALIFICATIONS

4. The membership of any member who fails to attend three consecutive meetings without good cause and apologies shall lapse. A replacement or reinstatement will be sought from the relevant nominating body.
- 4.1 SACRE meetings are to be considered quorate if one-third of members of SACRE (not including vacancies) are in attendance, rounded up to the nearest whole number, with at least one member from each of Groups A, B, C, and D.
- 4.2 Meetings of SACRE shall be open to the public except under those circumstances where matters under discussion are considered by SACRE to be confidential.

FREQUENCY OF MEETINGS

5. There will normally be three SACRE meetings held each academic year. There may be a need for a fourth meeting if members desire.

VENUE OF MEETINGS

6. Meetings will be held in a variety of venues including Places of worship and schools.

AGENDA

7. The agenda items will be approved by the Chair of SACRE in consultation with the RE Consultant. Items for the agenda may be sent to the Clerk by any member of SACRE not less than 21 days before the meeting.
- 7.1 The agenda together with papers and minutes of the previous meeting will be sent out at least ten days before the meeting.

MINUTES

8. The minutes will be produced and approved by the Chair within 7 working days of the meeting and circulated to the members as soon as possible.
- 8.1 Minutes will be signed as agreed at the next meeting.
- 8.2 All papers of the SACRE will be available on the Local Authority's website, except in relation to any matter deemed by the SACRE to be confidential.