

## **1. Terms of Reference**

- 1.1 To advise the Local Authority (LA) upon such matters connected with collective worship in county schools and the religious education to be given in accordance with the 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 determinations.
- 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 county 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 on its work specifying 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 which were not referred to it in the first place by the LA.
- 1.8 To send its annual report to the Qualifications and Curriculum Authority (QCA) by 30 December each year as well as to local schools and other persons and organisations as it sees fit.

## **2. Membership of SACRE**

2.1 SACRE shall comprise four committees, whose members are appointed by the LA, as follows:

Committee A - Christian denominations and other religious and religious denominations representative of the local community:-

- Free Church Christian member
- Roman Catholic member
- Jewish member
- Muslim member
- Sikh member
- Hindu member
- Pentecostal member

Committee B – The Church of England

- Members nominated by the Diocese

Committee C – Teachers Associations

- Members nominated by the Professional Associations Group representing as far as is practicable, primary, secondary and special schools.

Committee D – Local Authority

- Members nominated by the Local Authority

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

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

2.4 SACRE shall have the right to co-opt additional members who shall remain co-opted for as long as SACRE deems necessary or until such time as the co-opted member resigns.

### **Roles within SACRE**

2.5.1 The Chair of SACRE shall be a member of the LA Committee and nominated by that Committee.

- 2.6 Each of the Committees A, B and C on SACRE shall elect a chair to hold office for one year. The chairs of these committees shall act as vice-chairs of SACRE and will meet with the Chair of SACRE and the Director or his representative to form a SACRE agenda-planning group.
- 2.7 The Clerk to SACRE shall be the Chief Executive of the Local Authority (or nominated officer)

### **Decision-making**

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

### **Attendance at Meetings**

- 2.9 The membership of any member who fails to attend three consecutive meetings without good cause shall lapse and a replacement or reinstatement be sought from the relevant nominating body.
- 2.10 SACRE meetings are to be considered quorate if one-third of members of SACRE are in attendance, rounded up to the nearest whole number, with at least one member from each of Committees A,B,C and D.
- 2.11 Meetings of SACRE and its sub-groups shall be open to the public except under those circumstances where matters under discussion are considered by SACRE to be confidential.

### **Frequency of Meetings**

- 2.12 There will normally be three SACRE meetings held each academic year.