

## Standing Advisory Council for Religious Education

### **Constitution, Functions, Working Arrangements and Procedures**

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The Standing Advisory Council for Religious Education (SACRE) in **Flintshire** is established in accordance with the provisions of section 11 of the Education Reform Act 1988, and the recommendations contained in the Welsh Office Circular 10/94.

There are statutory duties on every Local Authority (LA) to establish a permanent body, called a Standing Advisory Council for Religious Education (SACRE), to advise the LA on matters concerned with the provision of RE and collective worship

A SACRE's main function is to advise the authority upon such matters connected with religious worship in county schools and the religious education to be given in accordance with an agreed syllabus as the authority may refer to the council or as the council may see fit

#### **I – CONSTITUTION**

##### **1. Membership**

1.1 The members of the SACRE are appointed by Flintshire County Council, the Local Education Authority, (LA) through the Annual Meeting of the Council.

1.2

##### **(a) Representing Religious Denominations**

Upon the nomination of the following:-

**Two** by the Church in Wales (St Asaph Diocese)

**Two** by the Roman Catholic Church (Wrexham Diocese)

**One** by the Presbyterian Church of Wales (English – Cheshire Flint & Denbigh Presbytery)

**One** by the Presbyterian Church of Wales (Welsh – Cheshire Flint & Denbigh Presbytery)

**One** by the Methodist Church (North Wales District)

**One** by the Union of Welsh Independents (Dwyrain Dinbych A Fflint Association)

**One** by the United Reformed Church (North Wales District)

##### **(b) Representing Teacher Associations**

Eight nominations by the Flintshire Headteacher Federations to represent the following phases of education:-

**One** secondary headteacher  
Two primary headteachers  
**One** secondary RE specialist  
Two primary classroom teachers  
**One** special school representative  
**One** college representative Deeside VI

**(c) Representing the Education Authority**

**Eight** elected members of Flintshire County Council

**(d) Co-opted Members**

- (i) Representing Grant Maintained schools in the LA:  
**One** member representing grant maintained school (when the LA has such a school or schools within it).
- (ii) Other co-opted members as the SACRE may decide will assist it in the performance of its functions, up to a maximum of five such members.

**2. Terms of Office and Related Matters**

- 2.1 Subject to the provisions of 2.2, 2.3 and 2.4 below, all members appointed to the SACRE as in 1 above, will hold office until 31<sup>st</sup> August in the year of the election of County Councillors or until they resign or until their successors are appointed, whichever is the earlier.
- 2.2 Any member of the SACRE appointed by the LA may be removed from membership of the SACRE if in the opinion of the LA he/she ceases to be representative of the religious denomination or teacher association which he/she was appointed to represent, or (as the case may be) of the LA.
- 2.3 A co-opted member of the SACRE shall hold office upon such terms as may be determined by the SACRE.
- 2.4. Any member of the SACRE appointed as a co-opted member to represent Grant Maintained schools in the LA may be removed jointly by the governing bodies of the grant-maintained schools in the LA.
- 2.5. Any member may at any time resign his/her office by giving written notice to that effect to the clerk to SACRE.

## **II**      **FUNCTIONS**

3. The principal responsibilities and functions of the SACRE, in accordance with the provisions of the 1988 and 1993 Acts are:

(a) to advise the LEA upon matters connected with religious worship in county schools and the religious education to be given in accordance with an agreed syllabus (including methods of teaching, the choice of teaching material, and the provision of teacher training);

(b) to monitor and support the effective provision of RE in schools, and consider whether any changes need to be made to an agreed syllabus or in the support offered to schools. This role includes the review of existing provision;

(c) to monitor the provision of daily collective worship in schools, and to consider any action which might be taken to improve such provision;

(d) to determine, on application by the Headteacher of a county school, whether the requirement of Christian collective worship under section 6 of the 1988 Act shall not be applied, in whole or in part, in that school. The headteacher can apply to the local SACRE to have the broadly Christian requirement disapplied and replaced by collective worship distinctive to another faith. The headteacher must consult the governing body before doing so

(e) to consider such matters as may be referred to them by the LA;

(f) to require the LA to convene to a Conference under the provisions of Schedule 5 of the Education Act 1944 for the purpose of reviewing the RE Agreed Syllabus adopted by the LA

(g) to review information on schools following inspection by the Office of Her Majesty's Chief Inspector of Schools in Wales (OHMCI);

(h) to offer advice to the LA on such matters not referred to SACRE by the LA, but which are related to the SACRE's functions;

(i) to publish an Annual Report on the work of SACRE covering the academic year, specifying any matters on which they have advised the LA, broadly describing the nature of that advice, and setting out the reasons for offering any advice on any matters not referred to the SACRE by the LA in the first place;

(j) in accordance with the provisions of the 1993 Act, a copy of the Annual Report is to be sent to WASACRE (Wales Association).

### **III WORKING ARRANGEMENTS**

#### **4. Appointment of Chairperson and Vice-Chairperson**

4.1 At their first meeting the SACRE shall appoint a Chairperson and a Vice-Chairperson from amongst their members.

4.2 The Chairperson and Vice-Chairperson shall not be appointed from the same representative group of members.

4.3 Thereafter, at the first meeting in each academic year, the Vice-Chairperson appointed in the previous year shall be appointed Chairperson, and a new Vice-Chairperson shall be appointed.

4.4 The electing of such Chairpersons and Vice-Chairpersons from a rotating pattern of the three representative groups should be followed.

4.5 The provision of 4.3 and 4.4 above do not prevent a previous Chairperson or Vice-Chairperson from being eligible for re-appointment.

#### **5. Officers of the Local Authority**

5.1 The LA will appoint a clerk to the SACRE.

5.2 The Director of Education and/or his/her representatives shall be entitled to attend all meetings of the SACRE.

5.3 The Religious Education Adviser for the time being of the LA shall be the Adviser to the SACRE.

#### **6. Specialist Speakers**

6.1 The SACRE may if it so wishes arrange the attendance at a meeting of a specialist speaker who is not a member of the SACRE.

6.2 Each or any of the representative groups may require the attendance of a specialist speaker who is not a member of the SACRE, but only for the period during which any relevant matter is under consideration and provided that at least ten working days notice of such requirement is given to the Clerk for inclusion in the Agenda for the meeting.

## **7. Meetings**

- 7.1 The SACRE shall meet at least once in each school terms, and at other times as may be required.
- 7.2 Each member of SACRE shall be given by the Clerk, at least fourteen clear days written notice of the date, time and place of the meeting, with the agenda and any relevant papers being despatched at least three clear working days in advance of the meeting, in accordance with the Access to Information Act 1985.
- 7.3 In accordance with the statutory regulations, public notice will be given for all meetings of the SACRE and Agreed Syllabus Conference, and both meetings will be open to members of the public, unless there are particular matters under discussion which would be more appropriately discussed in private. All relevant documents for a meeting should also be available for members of the public attending, and for public inspection at other times.

## **8. Chairing of Meetings**

- 8.1 If both the Chairperson and the Vice-Chairperson are absent from a meeting, a person to take the Chair for the meeting shall be appointed upon the collective consent of the members present at the meeting. Should the Chairperson or Vice-Chairperson arrive during the rest of the meeting, the appointed substitute will hand over to them as soon as the item under discussion on their arrival is completed.

## **9. Quorum**

- 9.1 The quorum for a meeting shall be **one-third** (rounded up to the nearest whole number) of the total membership.

## **10. Voting Procedures**

- 10.1 It will be in order for the SACRE to work on the basis of consensus if it feels that this will facilitate effective and smooth working procedures.
- 10.2 However, if there is not a consensus, or whenever a representative group requests to do so, voting should in accordance with the prescribed procedure of one vote for each representative group.
- 10.3 In such a case, the representative group will determine how they are to cast their single vote by a majority decision of the members of that group.
- 10.4 Members of each of the representative groups shall regulate their own proceedings, and may meet separately as a group if they so choose.

## **11. Validity of Proceedings**

11.1 The validity of proceedings of the SACRE or of any representative group with the SACRE shall not be affected:-

(a) by any vacancy in the membership of the SACRE or of a representative group;

(b) on the ground that a member of the SACRE appointed to represent any denomination or association does not at the time of the proceedings represent the denomination or association in question.

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