

# Public Document Pack

**Tony Kershaw**  
Director of Law and Assurance

If calling please ask for:

Ann Little on 033 022 22654  
Email: ann.little@westsussex.gov.uk

www.westsussex.gov.uk

County Hall  
Chichester  
West Sussex  
PO19 1RQ  
Switchboard  
Tel no (01243) 777100



5 July 2021

## **Standing Advisory Council on Religious Education**

A virtual meeting of the Committee will be held at **11.30 am on Tuesday, 13 July 2021.**

**Note:** In accordance with regulations in response to the current public health emergency, this meeting will be held virtually with members in remote, audio-only attendance. Public access is via audio webcasting.

**The meeting will be available to listen to live via the Internet at this address:**

<http://www.westsussex.public-i.tv/core/portal/home>

Tony Kershaw  
Director of Law and Assurance

## **Agenda**

1. **Chairman's Welcome and Introductions**
2. **Membership of SACRE**

Members are asked to note the appointment of the new SACRE.

### **Committee A: Christian denominations and other religious denominations**

Baha'i: Mrs Meenou Jones  
Baptist Union: Mr David Sheldon  
Hindu: Vacancy  
Jewish: Mrs Barbara Bell  
Methodist: TBC  
Muslim: TBC  
Quaker: TBC  
Roman Catholic: Mrs Anna Flood  
Salvation Army: Major Mike Warner  
Sikh: Mrs Divinder Ghundale  
United Reformed Church: Revd Helen Higgin-Botham

## **Committee B: The Church of England**

Mrs Rosie Black  
Revd Sheila Higgins  
Mr Andrew Simpson  
Mrs Angela Smith

## **Committee C: Associations Representing Teachers**

Rev Chrissie Millwood, The Holy Trinity Church of England Secondary School,  
Crawley  
Special Schools, TBC  
Primary Schools, TBC  
Ms Anne Barker, National Education Union  
Ben Cornford, NASUWT, the Teachers' Union  
Two union vacancies

## **Committee D: The Local Education Authority**

Cllr Richard Burrett (Chairman)  
Cllr Nigel Jupp  
Cllr Kirsty Lord  
Cllr Jacky Pendleton  
Cllr Brian Quinn  
Cllr Brenda Burgess  
Cllr Katie Nagel  
Vacancy

### **3. Members' Interests**

Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt, contact Democratic Services before the meeting.

### **4. Minutes of the last meeting (Pages 5 - 8)**

Members to agree the minutes of the meeting held on 4 November 2020 as a correct record.

### **5. Update on the Agreed Syllabus**

Karen Hammond to give a verbal update to SACRE.

### **6. Update from the Director of Education and Skills**

Paul Wagstaff, Director of Education and Skills, to give a verbal update to SACRE.

### **7. Terms of Reference (Pages 9 - 12)**

SACRE is asked to note its Terms of Reference.

8. **Appointments to Statutory Sub-Committees**

SACRE to appoint members to the Complaints and Determinations panels.

(a) **Appointments to Complaints Panel** (Pages 13 - 14)

(b) **Appointments to Determinations Panel** (Pages 15 - 16)

9. **Dates of Future Meetings**

Future meeting dates are 22 November 2021 and 28 February 2022.

**To all members of the Standing Advisory Council on Religious Education**

This page is intentionally left blank

## **Standing Advisory Council on Religious Education**

4 November 2020 – At a meeting of the Standing Advisory Council on Religious Education and West Sussex Agreed Syllabus Conference held at 10.30 am at a virtual meeting with restricted public access.

### **Present:**

#### **Committee A**

Mrs Bell – Jewish  
Mr Firoozmand – Baha'i  
Ms Hock – Quaker

#### **Committee B**

Mrs Black – Church of England  
Mr Simpson – Church of England  
Mrs Smith (Vice-Chairman) – Church of England

#### **Committee C**

Miss Barker – Teacher Representative  
Mr Cornford – NASUWT, the Teacher's Union  
Mrs Macrae – Teacher Representative  
Rev Millwood – Teacher Representative

#### **Committee D**

Mr Burrett (Chairman) – Local Education Authority  
Mrs Burgess – Local Education Authority  
Ms Lord – Local Education Authority  
Mrs Pendleton – Local Education Authority

**Apologies for Absence:** Mrs Edwards (Baptist Union) and Major Warner (Salvation Army)(Committee A); Rev Higgins (Church of England) (Committee B); Mrs Mullet (Teacher Representative) (Committee C); Mrs Jones, Mr Quinn and Mr Simmons (Local Education Authority) (Committee D) and Mrs Waker (co-opted member).

Absent: Rev Carn (Methodist), Mrs Feist (Roman Catholic) Mr Syed (Muslim) (Committee A), Mrs Llewelyn (Teacher Representative) (Committee C) and Dr Smith (co-opted member).

## **85. Chairman's Welcome and Introductions**

85.1 The Chairman thanked Karen Hammond, the Agreed Syllabus Working Group and officers from the Department of Education and Skills who had all worked hard to produce the draft syllabus.

## **86. West Sussex Agreed Syllabus Conference**

86.1 The draft Agreed Syllabus was introduced by Karen Hammond (Consultant) who thanked everyone who had worked hard on the syllabus during very challenging times and advised: -

- Consultation had taken place with a number of primary and secondary head teachers
- The new syllabus was more user friendly with links to resources that would be especially helpful to non-specialist teachers
- The re-write was light touch and incorporated themes to recognise the diversity of beliefs and the recognition of religion and world views
- The syllabus is to be launched in January 2021
- Well planned training on the syllabus needed to be arranged
- It was hoped that cluster groups would form strong RE networks

86.2 Summary of responses to the Agreed Syllabus Conference's comments and questions: -

- There was concern that the new syllabus would be launched at a time when schools were very busy and might get overlooked
- Guidance on teaching Christianity and two other principal religions should be covered in training
- The syllabus should not be so prescriptive that it did not allow schools' teaching to reflect their local communities
- Teacher training was crucial and would provide feedback for the continued development of the syllabus as would cluster groups
- There was no requirement for different religious denominations to be taught in RE – this could be covered in teacher training
- SACRE members would have a chance to comment on the final editing version of the syllabus before it was published

86.3 A vote was taken for each of the four committees that comprised the West Sussex Agreed Syllabus Conference, each of which supported the adoption of the draft syllabus.

86.4 The West Sussex Agreed Syllabus Conference thanked everyone involved in developing the syllabus for their hard work and highlighted that training and resources were key for teachers to be able to deliver it.

86.5 Resolved – that the West Sussex Agreed Syllabus Conference agrees that the draft syllabus should be adopted and implemented from January 2021.

86.6 The Agreed Syllabus Conference then closed, and the meeting of the Standing Advisory Council on Religious Education began at 11.40 a.m.

## **87. Members' Interests**

87.1 No interests were declared.

**88. Minutes**

88.1 Angela Smith requested that recommendation 5 under minute 82.4 be changed to read 'That Miss Barker and Mrs Smith be asked to establish a network of RE teachers to support teachers.' This was agreed.

88.2 Resolved – that, with the amendment to recommendation 5 under minute 82.4, the minutes of the meeting held on 22 January 2020 be agreed as a correct record and that they be signed by the Chairman.

**89. Response from the Director of Education and Skills**

89.1 SACRE members discussed the response from the Director of Education and Skills and felt that SACRE needed a specific budget allocation and more resources.

89.2 Resolved – that SACRE wishes to discuss the results of research by the Department of Education and Skills into the resourcing of other SACREs at its next meeting.

**90. Dates of Future Meetings**

90.1 SACRE noted that its next meeting was scheduled to take place at 10.30am on 1 March 2021.

The meeting ended at 12.05 pm

Chairman

This page is intentionally left blank



## **Terms of Reference of the West Sussex SACRE**

### **1. Introduction**

- 1.1 According to section 390 of the Education Act 1996 each LA must establish a permanent body called a standing advisory council on religious education (SACRE) and should fund and support SACRE in line with the duty to constitute and convene this body and to enable SACRE to carry out its functions.

### **2. Membership and Voting Rights**

- 2.1 Each local education authority (LEA) is required to constitute a standing advisory council on religious education (SACRE). The Education Act 1996 (as amended by the School Standards and Framework Act 1998) stipulates in Section 390 the following membership:-
- 2.2 The council shall consist of such groups of persons appointed by the authority as representative members ("representative groups") as are required by sub-section (1.4).
- 2.3 The council may also include co-opted members (that is, persons co-opted as members of the council by members of the council who have not themselves been so co-opted). Co-opted members may take part in all discussions but do not belong to any of the groups and do not have voting rights.
- 2.4 The representative groups required by this sub-section are:-
- (a) a group of persons to represent such Christian denominations and other religions and denominations of such religions as, in the opinion of the authority, will appropriately reflect the principal religious traditions in the area;
  - (b) a group of persons to represent the Church of England;
  - (c) a group of persons to represent such associations representing teachers as, in the opinion of the authority, ought to be represented, having regard to the circumstances of the area; and
  - (d) a group of persons to represent the authority.
- 2.5 The number of representative members appointed to any representative group under sub-section (4)(a) to represent each denomination or religion required to be represented shall, so far as consistent with the efficient discharge of the group's functions, reflect broadly the proportionate strength of that denomination or religion in the area.
- 2.6 On any question to be decided by the council only the representative groups on the council shall be entitled to vote, and each representative shall have a single vote."

## Agenda Item 7

- 2.7 Voting within the representative groups shall be governed by the group and any vote will be carried by a simple majority.
- 2.8 Voting by the council shall take place following discussions and votes with in the individual committees. Except on the matter of reviewing the Agreed Syllabus (see below) a matter will be carried by a simple majority. There is no casting vote in the case of a tie and in those circumstances the matter is not carried.

### 3. **Functions**

- 3.1 Section 391 of the Act (as amended by the School Standards and Framework Act 1998) sets out a SACRE's functions as follows:-

"(1) (a) to advise the local education authority upon such matters connected with:-

(i) religious worship in community schools or in foundation schools which (within the meaning of Part II of the School Standards and Framework Act 1998) do not have a religious character, and

(ii) the religious education to be given in accordance with an agreed syllabus in accordance with Schedule 19 to that Act,

as the authority may refer to the council or as the council may see fit, and

(b) to carry out the functions conferred on them by Section 394 [*relating to the question as to whether the general requirement for Christian collective worship is not appropriate for a particular school*].

- (2) The matters referred to in sub-section (1)(a) include, in particular, methods of teaching, the choice of materials and the provision of training for teachers.
- (3) The representative groups on the council required by Section 390(4), other than the group consisting of persons appointed to represent the authority, may at any time require a review of any agreed syllabus for the time being adopted by the authority.
- (4) Each representative group concerned shall have a single vote on the question of whether to require such a review.
- (5) Paragraph 3 of Schedule 31 has effect to require the authority, on receiving written notification of any such requirement, to cause a conference constituted in accordance with that Schedule to be convened for the purpose of reconsidering any agreed syllabus to which the requirement relates.
- (6) The council shall in each year publish a report as to the exercise of their functions and any action taken by representative groups

on the council under sub-section (3) during the last preceding year.

(7) The council's report shall in particular:-

- (a) specify any matters in respect of which the council have given advice to the authority,
- (b) broadly describe the nature of the advice given, and
- (c) where any such matter was not referred to the council by the authority, give the council's reasons for offering advice on that matter.

[(8) and (9) have been repealed]

(10) The council shall send a copy of each report published by them under sub-section (6):-

- (a) in the case of a council for an area in England, to the Qualifications and Curriculum Authority;"

#### **4. West Sussex SACRE**

- (i) SACRE members shall be appointed for a period of 4 years to coincide with the local government elections.
- (ii) The chairman and vice chairman shall be appointed by the local authority and shall serve for the duration of the SACRE.
- (iii) A quorum shall consist of at least one member from each of the four constituent groups.
- (iv) SACRE shall normally meet three times each year.
- (v) SACRE may appoint Members to Working Parties. The terms of reference will involve exploratory work rather than decisions making . the composition of a Working Party will normally include members for all groups.
- (vi) Co-options to the council can be made by recommendation of the SACRE to the county council.

**5. Membership**

5.1 Membership of the West Sussex SACRE is as follows:-

Committee A: Christian Denominations and other religious and religious denominations

Roman Catholic	Quaker
Salvation Army	Muslim
United Reformed Church	Hindu
Baptist Union	Baha'i
Methodist	Jewish
	Sikh

Committee B: The Church of England

4 members nominated by the C of E Board of Education

Committee C Associations Representing Teachers

(Comprising 8 teachers' representatives, 2 Primary Headteachers' representatives, 1 Secondary Headteachers' representative, 1 representative from Special Schools and 4 teacher union representatives)

Committee D The Local Education Authority

Up to 8 members representing the county council

## **Complaints on Religious Education and Collective Worship**

### **1. Background**

1.1 A complaints procedure was set up in 1990 for religious education and collective worship that set up arrangements for consideration and disposal of any complaint which is to the effect that the authority or the governing body of any community school has acted or are proposing to act unreasonably with respect to the exercise of any power in relation to:

- Any provision of religious education or collective worship
- Any enactment relating to religious education in the curriculum or religious worship in maintained schools

or have failed to discharge an such duty.

### **2. Categories of Complaints**

- The provision of religious education and worship which meets the general requirements set out in acts of parliament
- The establishment of a SACRE and the review of the agreed syllabus

### **3. Stages of Complaint**

#### **3.1 Informal Stages**

3.1.1 Concerns expressed by parents and others should be dealt with, as far as possible by informal discussions with teachers and headteachers. At this stage the LA could be involved in trying to resolve the issue informally. It is not the intention that expressions of concern should be considered as complaints

#### **3.2 Formal Stages**

- If the concern is not resolved at the informal stage then it becomes a complaint and is considered by the governing body of the school or a panel thereof
- If the concern is not resolved by the governing body then the complaint is considered by a panel of the Standing Advisory Council on Religious Education or the relevant Church

### **4. Complaints heard by SACRE**

4.1 Any panel of SACRE set up to hear a complaint shall consist of the chairman or vice-chairman of SACRE together with two other members, at least one of whom shall be a member of the County Council.

### **5. Complaints in Aided or Special Agreement Schools**

5.1 Complaints relating to religious education or collective worship in Aided or Special Agreement Schools will be heard by a panel set up by the appropriate Church authority.

## **6. Complaints in Controlled Schools**

- 6.1 Complaints relating to religious education in controlled schools will be heard by a panel of SACRE.
- 6.2 Complaints relating to collective worship will be heard by a panel set up by the appropriate church authority.

## **7. Contacts**

- In relation to complaints regarding religious education or collective worship in community schools: Karen Hammond
- In relation to complaints regarding religious education or collective worship in C of E Aided schools or collective worship in C of E Controlled schools: Diocesan Director of Education, Church House, 211 New church Road, Hove, East Sussex, BN3 4ED
- In relation to complaints regarding religious education or collective worship in Roman Catholic Aided and Special Agreement schools: Director of Education, DABCEC, 4 Southgate Drive, Crawley, West Sussex RH10 6RP

## **8. Membership (May 2017 – May 2021)**

- 8.1 Mr Burrett (Chairman), Mrs Smith (Vice Chairman), Mrs Jones (Local Authority) and Vacancy (Committee A).

## **Application to SACRE Regarding Alternative Collective Worship**

### **1. Who can apply?**

- 1.1 Application can be made by the Headteacher of a community school after consultation with the governors.

### **2. What can a headteacher apply for?**

- 2.1 A Headteacher may apply to SACRE as to whether it is appropriate for Christian collective worship to apply in the case of that school, or in the case of a class or descriptions of pupils at that school.
- 2.2 In considering this application the SACRE must take account of any relevant circumstances relating to the family backgrounds of the pupils concerned.

### **3. Steps for Application in West Sussex**

1. The Headteacher should consult with the Local Authority Religious Education Adviser.
2. The Headteacher should consult with governors at a full governor meeting
3. Consultation with Parents
4. Make a case for a determination in writing providing all available evidence
5. This should be sent to the Director of Education (SACRE) 4 weeks prior to the meeting of SACRE

### **4. The Determination**

- 4.1 The decision of SACRE, which can only take the form of acceptance or rejection without modification, will be communicated in writing to the headteacher setting the date from which it should take effect. This determination ends after 5 years and a review by SACRE must take place. The headteacher can ask for an earlier review at any time.

### **5. Membership (May 2017 – May 2021)**

- 5.1 Major Warner (Committee A), Rev Higgins (Committee B), Rev Millwood (Committee C) and Jacky Pendleton (Committee D).

This page is intentionally left blank