

## WARWICKSHIRE STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION CONSTITUTION

### Composition

1. The Warwickshire Standing Advisory Council on Religious Education (“the SACRE”) shall consist of representative members appointed by Warwickshire County Council (“the Local Authority”) to represent respectively:-

- (a) such Christian and other religious denominations as, in the opinion of the Council, will appropriately reflect the principal religious traditions in the County of Warwickshire;
- (b) the Church of England
- (c) such associations representing teachers as, in the opinion on the Local Authority, ought, having regard to the circumstances of the County, to be represented; and
- (d) the Local Authority

2. The composition of the groups of representative members (“the representative groups”) shall be as follows:-

(a) Christian and other religious denominations

Fourteen (14) members, representative of Christian non-conformism three (3), Roman Catholicism two (2), Hinduism two (2), Islam two (2), Sikhism two (2), Judaism one (1), Baha’i one (1), Buddhism one (1)

(b) Church of England

Five (5) representatives

(c) Teachers

Six (6) representatives

(d) The Local Authority

Five (5) representatives

Representatives should be nominated in accordance with Appendix A: Principles of Representation on Warwickshire SACRE.

### Co-opted Members

3. Other persons may be co-opted by the representative groups on the SACRE for such purposes and such length of time as representative groups on the SACRE shall decide. Co-opted members may resign at any time and may be removed by the representative groups at any time.

## Duties

4. The role and responsibilities of the SACRE are as set out, principally, in the Education Act 1996:

a) A SACRE *must*:

- i) advise the LA on RE given in accordance with the Agreed Syllabus, and on matters related to its functions, whether in response to a referral from the LA or as it sees fit
- ii) advise the LA on matters connected with collective worship in schools not designated as having a religious character, whether in response to a referral from the LA or as it sees fit
- iii) publish an annual report on its work and on actions taken by its representative groups, specifying any matters on which it has advised the LA, broadly describe the nature of that advice, and set out reasons for offering advice on matters not referred to it by the LA
- iv) send a copy of the report to the Qualifications and Curriculum Development Agency (QCDA)
- v) meet in public unless confidential information is to be disclosed
- vi) make minutes of its meetings available for inspection at the LA's offices (so far as the minutes relate to the parts of meetings that were open to the public).

b) A SACRE *should*:

- i) monitor the provision and quality of RE taught according to its Agreed Syllabus, together with the overall effectiveness of the syllabus
- ii) provide advice and support on the effective teaching of RE in accordance with the locally Agreed Syllabus; provide advice to the LA and its schools on methods of teaching, the choice of teaching material and the provision of teacher training
- iii) in partnership with the LA, consider whether any changes need to be made in the Agreed Syllabus or in the support offered to schools in the implementation of the Agreed Syllabus, to improve the quality of teaching and learning of RE
- iv) offer advice to the LA, and through the LA to schools, concerning how the Agreed Syllabus can be interpreted so as to fit in with a broad, balanced and coherent curriculum.

c) A SACRE *may*:

- i) require the LA to review the Agreed Syllabus and, if after discussion a vote is taken on this matter, the LA group on SACRE is not entitled to cast a vote. A majority decision by the other three committees is sufficient.

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- ii) decide to advise the LA on matters related to its functions to the LA – equally, an LA may decide to refer matters to its SACRE
- iii) co-opt members who are not members of any of the four groups – such co-opted members may provide educational expertise, young peoples' views or religious and non-religious views that reflect a diverse multi-cultural society.

### **Chair and Vice Chair**

5. The Chair and Vice-Chair of the SACRE shall be elected annually by the representative members of the SACRE at the first meeting to be held after May, with each representative member having one vote. If there is more than one candidate, the candidate receiving the most votes shall be elected. The previous Chair shall, in the case of a tied vote, have a casting vote. In the absence of any nominations for the Chair, an executive group should be elected to lead SACRE.

### **Voting Procedures in SACRE**

6. On any issue to be decided by the SACRE, except as provided in paragraph 8, only the four representative groups shall be entitled to a vote and each group shall have a single vote. Individual representative members cannot vote separately. Co-opted members are not entitled to vote.
7. Issues shall be decided by a simple majority vote. There shall not be a casting vote. If there is a tied vote no action shall be taken on the issue and the existing position shall continue.

### **Voting Procedures within Representative Groups**

8. Before any representative group casts its single vote on any issue to be decided by the SACRE it shall meet to discuss the issue. The decision of the representative group shall be determined by a simple majority vote in which each member of the group has one vote.
9. Issues shall be decided by a simple majority vote. There shall not be a casting vote. If there is a tied vote the group shall abstain from voting on the issue in SACRE.
10. SACRE will consider the views of co-opted members

### **Quorum**

11. Meetings of the SACRE shall be quorate if nine (9) or more representative members are present including at least one (1) representative member from each of the four (4) representative groups. If the meeting is not quorate business shall not be transacted.

### **Term of Office of Representative Members**

12. The representative members shall hold office for the period from 5th November 1993 to 30th May 1997 and thereafter representative members shall hold office for a period of four years commencing on 30th May in the year of each quadrennial Local Authority election.
13. Representative members may resign at any time.
14. The LEA may remove any representative member at any time if in the Local Authority's opinion he/she ceases to be representative of the denomination or association he/she was appointed to represent or (as the case may be) of the Local Authority.
15. Any person appointed to fill a casual vacancy shall be appointed for the unexpired term of office of the person he/she replaces.
16. The Local Authority may remove any representative or co-opted member that has failed to attend three consecutive meetings without valid reason.

### **Validity of Proceedings**

17. The validity of any proceedings of the SACRE or of any representative group within the SACRE shall not be affected by either:-
  - (a) any vacancy amongst representative members
  - (b) any assertion that a representative member does not at the time represent the denomination or associations which he/she was appointed to represent

### **Administrative Arrangements**

18. The Local Authority shall provide a person to act as Clerk to the SACRE.
19. The Local Authority shall provide accommodation for the meetings of the SACRE.
20. The Strategic Director for Children, Young People and Families or anyone nominated by her/him shall be entitled to be present throughout the proceedings of the SACRE and shall be entitled to give advice as she/he thinks appropriate.
21. The SACRE shall meet at least twice in each year and more often if it considers it necessary to do so.
22. The agenda for SACRE meetings, with the exception of the first meeting of a new constituted SACRE, will be determined by a sub-committee comprising of one member of each of the four representative groups or by an elected executive group.
23. Unless agreed otherwise by the SACRE the agenda and reports for each meeting shall be circulated at least seven (7) days before the meeting to each member of the SACRE.

## Appendix A

### PRINCIPLES OF REPRESENTATION ON WARWICKSHIRE SACRE

The SACRE comprises of four groups of representatives members. These are:

- Christian denominations and other religions
- Church of England
- Teacher representatives
- the Local Authority.

The following principles of representation shall be applied to the following groups:

#### *Christian denominations and other religions*

This group should reflect the variety and numerical representation of different faith groups in Warwickshire. Representatives should have the support of their faith community in Warwickshire.

The representatives should, as far as possible, be nominated by the appropriate Warwickshire committee. In circumstances where this is not possible, representatives should be nominated by the appropriate national organisations, district or town committees, or by a senior member of a local faith community.

In some circumstances it may be appropriate to consult with more than one committee in order to receive a nomination (eg. where there are no countywide committees, but there is more than one local committee with only one SACRE member for that faith group).

In circumstances where faith groups have countywide education committees, they should be the nominating group for SACRE members.

#### *Church of England*

The Diocesan Boards of Education for Coventry and Birmingham should nominate these representatives.

#### *Teacher Representatives*

The six teaching professional associations recognised by the Local Authority should each nominate one representative.

#### *The Local Authority*

The full membership of the County Council should nominate these representatives.