

VALE OF GLAMORGAN COUNCIL

STANDING ADVISORY COUNCIL FOR RELIGIOUS EDUCATION (SACRE)

CONSTITUTION AND STANDING ORDERS

Terms of Reference

1. To advise the LA on matters connected with collective worship in county schools.
2. To advise the LA on matters connected with religious education which is given in accordance with the agreed syllabus.
3. To decide when, within the five year statutory time scale, the LA should review its agreed syllabus.
4. To consider with the LA and the Agreed Syllabus Conference any changes required to the agreed syllabus.
5. To consider with the LA the support offered to religious education in its schools, with particular regard to methods of teaching, the choice of teaching materials and the provision of training for teachers.
6. To offer advice on any other matters related to its function as it sees fit.
7. To publish an annual report on its work, which should:
 - a. specify any matters on which it has advised the LA;
 - b. broadly describe the nature of the advice;
 - c. set out its reasons for offering advice on any matters which were not referred to it in the first place by the LA; and

The report should also follow the current guidance from Welsh Government on its structure and information that should be included in the report.

8. To participate in the LA's statutory complaints procedures in those instances where the complaints relate to religious education and/or collective worship.
9. To receive and make determinations in respect of applications from headteachers of county schools for the lifting or modifying of the requirements that collective worship in such schools must be wholly or mainly of a broadly Christian character.

Composition of SACRE in the Vale of Glamorgan

10. SACRE shall comprise three groups representing:
- a. Such Christian and other religious denominations as, in the opinion of the Local Authority, will appropriately reflect the religious traditions in the area.
 - b. Such associations representing teachers as, in the opinion of the Local Authority, ought to be represented having regard to the circumstances of the area.
 - c. The Local Authority.

The council may also include co-opted members.

The Vale of Glamorgan SACRE has agreed the following membership:

Representatives from religious traditions and denominations.

To optimise the efficiency of the SACRE, membership is sought from a wider range of religious traditions than that which may at any time, be directly present within the Vale of Glamorgan.

12 places from a range of religions and denominations which could include but is not restricted to:

The Church in Wales

The Roman Catholic Church

Free Churches

Bahá'í Faith

Buddhism

Hinduism

Islam

Judaism

Sikhism

Teacher representatives

8 places from a range of teacher associations

The LA

6 members representing the local authority.

Co-opt members (with no voting rights)

Up to 4 members who have an interest in religious education and collective worship and can assist the committee in its functions.

11. Membership of the Vale of Glamorgan SACRE shall be for a period of four years. Any outgoing members may be re-appointed.
12. Membership of the Vale of Glamorgan SACRE is subject to the condition that the LA has taken all reasonable steps to assure itself that the persons appointed are representative, as the case may be, of the denominations or associations in question.
13. Members representing associations of teachers must include teachers of religious education.
14. Individuals may be removed from the Vale of Glamorgan SACRE if they cease to be representative of the denomination, association or of the Authority they were appointed to represent.
15. Any member of the Vale of Glamorgan SACRE may at any time resign his or her office.
16. Any member who fails to attend three consecutive meetings without apology will cease to be a member. An individual who is so disqualified shall not be precluded from being reappointed by the appropriate nominating body.

Proceedings for SACRE meetings in the Vale of Glamorgan

17. Vale of Glamorgan SACRE shall meet **not** less than once in each school term.
18. SACRE shall elect from its membership a chairperson and vice chairperson at the first meeting in each academic year. The chairperson and vice chairperson in any one year shall not be drawn from the same representative group. An outgoing chairperson may be re-appointed.
19. On any question to be decided by the SACRE only the representative groups on SACRE shall be entitled to vote and each group shall have a single vote. Before a formal vote is taken opportunity shall be given to each representative group to determine how its vote is to be cast.
20. Co-opted members are not entitled to vote.
21. The agenda for each meeting shall be determined by the chairperson or vice chairperson in consultation with the clerk to SACRE, Director of Learning and Skills and Lead Officer for the School Improvement Service. Any voting member of SACRE shall be entitled to propose items for an agenda at least twenty working days prior to any meeting. Only items on the agenda may be considered at any meeting except at the discretion of the chair.
22. In the case of any member not being able to attend a SACRE meeting, a substitute may be nominated by the body which that person represents, provided that the substitute meets the eligibility criteria and the Learning and Skills Directorate of the Local Authority and the clerk to SACRE is notified in advance of the meeting.

23. A meeting of the Vale of Glamorgan SACRE will be deemed to be quorate if at least one member of each of the three representative groups is present. The validity of proceedings of SACRE shall not be affected by a vacancy in the office of any member of the Vale of Glamorgan SACRE.
24. The representative groups on the Vale of Glamorgan SACRE, other than that representing the Authority, may call, at any time, for a review of the agreed syllabus current in the Authority. At such time an Agreed Syllabus Conference shall be constituted and convened.
25. The Vale of Glamorgan SACRE shall consider its annual report at the first meeting to be held in each academic year. Upon the Council's ratification of the report it shall proceed to publication.
26. The Clerk to SACRE shall arrange for copies of the annual report to be published on the Vale of Glamorgan's website, sent to all schools within the Authority, to DfES, the National Library and to such other individuals and institutions as the Local Authority, sees fit.