

Blaenau Gwent Standing Advisory Council on Religious Education (SACRE)



Function of SAC

To advise the Local Authority on matters connected with collective worship in county schools.

To advise the Local Authority on matters connected with religious education which is given in accordance with the agreed syllabus.

To decide when, within the five year statutory time scale, the Local Authority should review its agreed syllabus.

To consider with the Local Authority and the Agreed Syllabus Conference any changes required to the agreed syllabus.

To consider with the Local Authority 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.

To offer advice on any other matters related to its function as it sees fit.

To publish an annual report on its work, which must:

- specify any matters on which it has advised the Local Authority;
- broadly describe the nature of the advice;
- set out its reasons for offering advice on any matters which were not referred to it in the first place by the Local Authority

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

To receive and make determinations in respect of applications from head teachers 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.

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Composition

SAC shall comprise of three groups representing:

Representing Group	Guidance
<p>Such Christian and other religious denominations as, in the opinion of the Local Authority will appropriately reflect the religious traditions in the area.</p>	<p>The relevant statutory provision gives discretion to the authority to determine which religious groups will appropriately reflect the principal religious traditions of the area. The relevant guidance refers to the religious group being representative of the local community with the numbers of representatives of each denomination and religion required to reflect broadly the proportionate strength of that denomination or religion in the local area so far as this is consistent with the efficient discharge of the functions of the Committee or group. The statutory provisions, therefore, recognise there will be occasions when the interest of efficiency overrides the requirement for directly proportionate representation.</p> <p>9 places from religions and belief:</p> <ul style="list-style-type: none"> • 1 The Church in Wales • 1 The Roman Catholic Church • 1 Bahá'í Faith • 2 non Christian religion and belief • 4 other denominations which reflect the religion and belief and including a non religious body.

Representing Group	Guidance
<p>Such associations representing teachers as, in the opinion of the Local</p>	<p>The relevant statutory provision gives discretion to the authority to determine which associations are to represent teachers. There would be advantage in ensuring that members representing associations of teachers include teachers of religious education.</p>

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<p>Authority, ought to be represented having regard to the circumstances of the area.</p>	<p>Five places from as broad a range of teacher associations as possible whilst recognising that in the interest of the effective running of the committee there may be periods where some teacher associations may be more heavily represented than others.</p> <p>Associations might include:</p> <ul style="list-style-type: none"> • NAHT • UCAC • NUT • ATL • NASUWT
<p>The Local Authority</p>	<p>Executive Member for Education Chair of People Scrutiny Committee Vice Chair of People Scrutiny Committee</p>
<p>Co-optee</p>	<p>Up to four members. Co-opted members are not entitled to vote.</p>
<p>Support Officers</p>	<p>Director of Education Representative Professional Officer provided by the EAS Scrutiny and Democratic Officer Clerk of SAC</p>

Membership of the Council shall be for a period of four years. Any outgoing members may be re-appointed.

Membership of the Council is subject to the condition that the Local Authority 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.

Members representing associations of teachers must include teachers of religious education.

Individuals may be removed from the Council if they cease to be representative of the denomination, association or of the Authority they were appointed to represent.

Any member of the Council may at any time resign his or her office.

Welsh Association of SACs

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Blaenau Gwent is a member of WASACRE (the Welsh Association of SACs). It shall nominate up to four members, including the REEAS Challenge Adviser, to represent the SAC at WASACRE meetings. Supply cover and travel expenses will be paid for teachers attending WASACRE meetings. Travel expenses will be paid to any other member who cannot otherwise claim expenses from their nominating body.

Chairing

The Council shall elect from its membership a chairperson and vice chairperson to stand for four years. 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.

The terms of office for the Chair and Vice Chair will be four years and the Chair shall be appointed from the Local Authority and the Vice Chair from the faith group.

Governance of SAC

SAC shall meet once in each school term. A full cycle of SACRE will be one academic year.

At the beginning of each year, Members will receive the dates of the meetings covering the year.

Meetings of SAC to be convened to be agreed by the committee at the first meeting in the year.

Meetings are to be held in Blaenau Gwent Schools.

Meetings are open to members of the public and will be advertised on the Council's website.

Meeting papers will be available on the Council's website.

Minutes will be agreed by full Council.

At least two weeks before the meeting, the EAS Adviser will provide the meeting papers will be provided to the, Chair of SAC, Director of Education and Scrutiny and Democratic Officer for quality assurance and development of the agenda.

Following the above mentioned meeting, the meeting papers and agenda will be sent to the clerk of SAC to produce the agenda on modern.gov.

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A pre meeting at least 7 days before the formal SAC meeting will take place with Director of Education Representative, Professional Officer, Scrutiny and Democratic Officer and Chair of SAC

At least seven days notice will be provided of any meeting and this will include distribution of the agenda items, including the minutes of the previous meeting.

Quorum

A meeting of SAC will be deemed to be quorate if at least one member of each of the three representative groups is present.

Any member who fails to attend three consecutive meetings without apology or send a representative (subject to point below) will cease to be a member. An individual who is so disqualified shall not be precluded from being re-appointed by the appropriate nominating body.

In the case of any member not being able to attend a Council meeting, a substitute may be nominated by the body which that person represents, provided that Education Directorate of the Local Authority and the Clerk to SAC is notified in advance of the meeting.

Supply cover will be paid for teacher association representatives attending meetings. Travel expenses beyond the usual expense of travelling from home to school will be paid to teachers. Teachers should claim through the Local Authority on the usual travel expense process and this will be processed through payroll. Travel expenses will be paid to any other members who cannot otherwise claim expenses from their nominating body.

Voting

On any question to be decided by the Council only the representative groups on the Council 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. Resolutions shall go to the Education Directorate.

Forward Work Programme

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Selecting the right topics on work programmes is crucial to ensure that meetings run effectively. An effective and well planned work programme will identify key topics that are to be considered over the coming year as well as providing a clear picture to the public of planned activity. Meetings are most effective when focused on a limited number of in-depth topics and priorities. When considering agenda items, meetings should have regard to the likely value and impact gained from any report or review. This will need to be carefully balanced against the time and resources required to undertake the activity.

The forward work programme will include as a standard:

- Decision making items;
- Monitoring information; and
- Information pack.

Priority at the meeting will be provided to the decision making items. The information pack will not be for discussion.

The agenda for each meeting shall be determined by the chairperson in consultation with the Scrutiny and Democratic Officer, Director of Education Representative. Any voting member of SAC shall be entitled to propose items for an agenda at least eighteen days prior to any meeting. Only items on the agenda may be considered at any meeting except at the discretion of the chair.

The representative groups on the Council 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.

The Council 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.

The Education Representative shall arrange for copies of the annual report to be sent to all county schools within the Authority, to Welsh Government, the National Library and to such other individuals and institutions as the Local Authority sees fit.

Annex 1 – Meeting Dates and Deadlines

Annex 2 – Forward Work Programme Template

Annex 1

Blaenau Gwent Standing Advisory Council on Religious Education (SACRE)



Meeting Date	Submit Reports (to Education Rep & Chair)	Submission (to Clerk)	Pre Meeting

DRAFT

Annex 2 –

Report Title	Lead Officer	Purpose of Report
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DECISION ITEMS		
MONITORING ITEMS		
INFORMATION ITEMS		

DRAFT

Report Title	Lead Officer	Purpose of Report
DECISION ITEMS		

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MONITORING ITEMS		
INFORMATION ITEMS		

DRAFT

Report Title	Lead Officer	Purpose of Report
DECISION ITEMS		
MONITORING ITEMS		

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INFORMATION ITEMS		

DRAFT