

**Notice of a public meeting of  
SACRE (Standing Advisory Council on Religious Education)**

**To:** SACRE members

Group A

*Such Christian denominations and other religious denominations as, in the opinion of the Authority, will approximately reflect the principal religious traditions in the area.*

Karen Vincent  
Penny Coppin-Siddall  
Ian Hodgson  
Daryoush Mazloum  
Imam Mirazam  
Ben Rich

Group B

*A groups of persons representing The Church of England.*

Sue Bland

Group 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.*

Taco Michiels  
Andy Tod

Group D

*A group of persons representing the City of York Council. In this case of Elected Members appointment to this group should ensure political balance and state which political group they represent. As an alternative, the Council may appoint representatives such as a governors association.*

Cllr Andrew Waller (Chair)  
Cllr Ian Cuthbertson

Cllr Fiona Fitzpatrick  
Cllr Martin Rowley

LA Officer

Maxine Squire (Assistant Director Education and Skills)

Professional RE Advisor

Olivia Seymour (Assistant Director of Education  
(Distinctiveness) Diocese of York)

**Date:** Thursday, 23 February 2023

**Time:** 1.30 pm

**Venue:** Ralph Butterfield School, Station Road, Haxby, York  
YO32 3LS

**AGENDA**

**1. Election of Chair**

To elect a Chair for the meeting.

**2. Minutes of Previous Meetings and Matters (Pages 1 - 24)  
Arising**

To approve the minutes of the previous SACRE meetings held on 22 June 2022, 29 November 2022 and 12 January 2023 and 6 February 2023.

**3. SACRE Annual Report 2021-22**

(Pages 25 - 34)

To approve the SACRE Annual Report 2021-22.

**4. Virtual meetings**

(Pages 35 - 60)

To approve future meetings being held virtually.

**5. Any Other Business**

**6. Future meeting dates**

Democracy Officer:

Angela Bielby

[a.bielby@york.gov.uk](mailto:a.bielby@york.gov.uk)

01904 552599

For more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

**This information can be provided in your own language.**

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

This page is intentionally left blank

| City of York Council | Committee Minutes   |
|----------------------|---|
| Meeting              | SACRE (Standing Advisory Council on Religious Education)  |
| Date                 | 22 June 2022  |
| Present              | <p><u>Group A</u><br/>Penny Coppin-Siddall<br/>Daryoush Mazloum<br/>Ben Rich (Vice Chair)</p> <p><u>Group B</u><br/>Kirsty Hollinger</p> <p><u>Group C</u><br/>Taco Michiels<br/>Andy Tod</p> <p><u>Group D</u><br/>Cllr Andrew Waller (Chair)<br/>Cllr Ian Cuthberson<br/>Cllr Martin Rowley</p> |
| In Attendance        | <p><u>LA Officers</u><br/>Janie Berry (Director of Governance)<br/>Maxine Squire (Assistant Director Education and Skills)</p> <p><u>Professional RE Advisor</u><br/>Olivia Seymour (Assistant Director of Education (Distinctiveness) Diocese of York)</p>                                       |
| Apologies            | Kate Bailey (Group A), Ian Hodgson (Group A), Cllr Fitzpatrick (Group D) and Janie Berry (City of York Council Director of Governance)  |

## 25. Election of Chair [18:00]

It was proposed that Cllr Waller, as the City of York Council's new Executive Member for Children, Young People & Education, be nominated as Chair.

No further nominations were received, and it was

Resolved: That Cllr Waller be appointed as Chair of SACRE for one year.

Reason: In accordance with paragraph 5.1 of SACRE's Constitution.

## **26. Chair's Announcements [18:00]**

There were no announcements from the Chair.

## **27. Apologies for Absence [18:00]**

Apologies were received from: Kate Bailey, Ian Hodgson (Group A), Cllr Fiona Fitzpatrick (Group D) and Janie Berry (Director of Governance).

## **28. Declarations of Interest [18:01]**

There were no declarations of interest.

## **29. A short talk and Q&A on Buddhism [18:02]**

Mark Jones, of the York Buddhist Centre, gave a talk on Buddhism. He described his own background as a Buddhist of 32 years' standing and provided a brief outline of the beliefs and principles of the faith, the differences between Western and Eastern practices, and common misunderstandings and stereotypes.

Andy explained that Mark visited Ralph Butterfield School as part of visiting speakers on different faiths

A question and answer session followed, during which Mark further explained:

- That the York Buddhist Centre would be adding information on what they can offer to schools on their website (for which there would be a charge). They would also be inviting people to the Centre.
- It was not a prophletising religion
- The York Buddhist community in York was small. As part of York Interfaith Week they would out on an evening for visitors.
- Buddhist festivals ran around the full moons.
- In some Buddhist religions Buddha was seen as a deity, although this was largely cultural. Western Buddhism saw Buddha as a human being.

- Three biggest misconceptions in Buddhism were monastics

A Member asked if a role for SACRE was to give guidance on paying for visits to schools. Olivia Seymour explained the difficulty with this and suggested that Committee A could look at this in more detail. It was suggested information on school visits could be added as an agenda item for a future meeting. Mark Jones was asked and agreed to discuss Buddhist representation on SACRE with his community.

Resolved: That the information on the work of the York Buddhist Centre be noted.

Reason: In order to be updated in the work of York Buddhist Centre

[Cllr Rowley and Mark Jones left the meeting at 18:35]

### **30. Minutes of the meeting on 5 January 2022 and 30 March 2022 and Matters Arising [18:35]**

Resolved: That the minutes of the meetings held 5 January 2022 and 30 March 2022 be approved and signed as an accurate record.

The Chair noted the change in SACRE membership, as approved at the Council meeting in May 2022.

### **31. Monitoring of Standards - Development Plan [18:39]**

Members considered the City Of York SACRE: Development Plan 2020 – 2022. Maxine Squire noted that the 2020-22 development plan had now come to an end and as such it was time to review it. She highlighted the following points:

- The impact of the COVID pandemic on the work of schools and SACRE was noted.
- There was a need to continue work on website and develop a communications plan across the school community, council and other agencies such as Interfaith York. This was supported by Olivia Seymour, who encouraged the development of this, building on the momentum of the launch of the agreed syllabus.
- SACRE was firmly established in its constitutional development.
- There was a need to look at the impact of the agreed syllabus and where schools would need support on the implementation of it. Questions on this may be added to the school monitoring survey and it would aid in the development of a CPD programme for schools.

During debate on the development plan, Members noted:

- The advantage of virtual meetings for schools.
- There was a small budget for SACRE to support work in schools
- SACRE did not have a clear view in the monitoring of teaching RE in schools
- The annual conference in schools had not been achieved and the barriers to engagement for attending those events was noted
- Training could be completed online.
- Olivia noted that the last primary conference was well attended and the secondary conference was more challenging with attendance opened up to all York secondary schools. It was suggested that a carousel type event may be welcomed by schools.
- The new development plan had been set around the NASACRE framework

Andy Tod informed Members One of the groups that a Speak Up Diversity York had approached the Local Authority and suggested that an action plan be created to address racism in York and it was suggested that they could be invited to speak at a future SACRE meeting.

Olivia undertook to check on the NASACRE website on its definition of stakeholders

Members welcomed a focus on communication as a priority for the work of SACRE

Maxine suggested that she and Olivia could draft the actions for the development and circulate to Members for comments. This was welcomed by Members and Ben offered to input into the actions. Maxine Squire reported that for the Annual Report Business Intelligence at the Council would be able to help distribute the questionnaires to schools. Members were asked for their views on questions to be included. Cllr Cuthbertson noted the limitations on including free text in the Business Intelligence software and he offered to liaise on this with Maxine. Taco Michiels, Andy Tod and Kirsty Hollinger also agreed to input on this.

Resolved: That a working group of Maxine Squire, Olivia Seymour, Taco Michiels, Andy Tod and Kirsty Hollinger be formed to examine the development plan.

Reason: In order to keep the development plan up to date.



### **32. National RE and Collective worship updates [19:17]**

Members were updated on Regional and National updates. This included updates on the Religion and Worldviews Project, White paper on Education and RE, RETHink RE media release and report card on RE, and the NATRE report on RE in Secondary Schools and a summary of the NASACRE conference. Members were asked whether the Religion and Worldviews Project should be considered in further detail at a future meeting, particularly in relation to its impact on the curriculum. Olivia explained potential changes to the statutory role of SACREs nationally as a result of the White paper on Education and RE. She noted that at the moment, the majority of York schools used the SACRE agreed syllabus. Concerning the NATRE report on RE in Secondary Schools and a summary it was noted that there had been an increase in the uptake of RE at KS4.

Resolved: That the National RE and Collective worship updates be noted.

Reason: In order to be kept up to date on National RE and Collective worship.

### **33. Correspondence on complaints / determinations [19:23]**

It was reported that there had been no complaints to SACRE.

Resolved: That Members be updated on complaints.

Reason: In order to be kept updated on complaints to SACRE and determinations of complaints.

### **34. 2022-23 Work plan [19:25]**

It was agreed that the development of the development plan would be added as an item on the next meeting agenda

Resolved: That the work plan be updated to reflect the above change.

Reason: In order to keep the work plan updated.

### **35. Future meeting dates [19:26]**

11 October 2022 at 6.00pm in the Hudson room, West Offices

It was agreed that there an additional meeting be added in December, the February meeting move to March and the following meeting to be held after Annual Council in May 2023.

**36. Urgent Business - Interfaith Week [19:28]**

Members discussed Interfaith week (week of 12 November 2022).  
Members were invited to the tree planting event as part of this.

Resolved: That Interfaith Week would be added to the Development Plan.

Reason: In order to support the work of York Interfaith.

Cllr Waller, Chair

[The meeting started at 6.04 pm and finished at 7.41 pm].

---

|               |  |
|---------------|--|
| Meeting       | SACRE (Standing Advisory Council on Religious Education)   |
| Date          | 29 November 2022   |
| Present       | <u>Group A</u><br>Penny Coppin-Siddall<br>Daryoush Mazloum<br>Karen Vincent<br><br><u>Group C</u><br>Andy Tod<br><br><u>Group D</u><br>Cllr Andrew Waller (Chair)<br>Cllr Ian Cuthbertson                |
| In Attendance | <u>LA Officer</u><br>Maxine Squire (Assistant Director Education and Skills)<br><br><u>Professional RE Advisor</u><br>Olivia Seymour (Assistant Director of Education (Distinctiveness) Diocese of York) |
| Apologies     | Ian Hodgson (Group A), Ben Rich (Group A), Kirsty Wordsworth (Group B), Taco Michiels (Group C), and Cllr Fitzpatrick (Group D) and Cllr Rowley (Group D)  |

---

**The meeting was inquorate.**

### **37. Apologies for Absence [18.00]**

Apologies for absence were received and accepted for Ian Hodgson, Ben Rich, Kirsty Wordsworth, Taco Michiels, and Cllrs Fitzpatrick and Rowley.

**38. Declarations of Interest [18.06]**

There were no declarations of interest.

**39. Minutes of Previous Meeting and Matters Arising [18.07]**

Resolved: That subject to prophletising being changed to proselytising under the A short talk and Q&A on Buddhism item, the minutes be approved and signed as a correct record at the next meeting.

Reason: In order to approve the minutes.

**40. Draft SACRE Annual Report 2021-22 [18.09]**

Maxine Squire explained that the draft SACRE report followed NASACRE and DfE templates and covered the period July 2021 to August 2022. She advised that a quorate meeting would be needed to sign off the report. It was confirmed that the Chair's Introduction and membership information in the report needed updating. In response to a question from the Chair, Cllr Cuthbertson (previous Chair) confirmed that he had drafted a Chair's Introduction.

SACRE members were asked for their comments on the draft report. It was suggested that the venue for two SACRE meetings had been in York schools and that there had been presentations on Buddhism and Humanism at two meetings could be included in the report. It was also suggested that input from RE teachers could be included in the report.

[Penny Coppin-Siddal joined the meeting at 18.18]

Resolved: That the SACRE Annual Report 2021-22 be approved at the next meeting.

Reason: In order for the Annual Report to be submitted to NASACRE and the DfE.

**41. National Data [18.18]**

Members had been provided with a paper on the National Response to A Level and GCSE religious Education results. SACRE's role in monitoring the quality of RE was discussed and it was noted that for secondary schools, monitoring could come through pupil voice, school websites and

monitoring data. For primary schools, this could be through school websites, and questionnaires and school visits.

Resolved: That the National Response to A Level and GCSE religious Education results be noted.

Reason: In order to be kept up to date on national data.

#### **42. Development Plan 2022-2024 [18.20]**

Maxine Squire gave an update on the Development Plan noting that SACRE discussions had informed the plan. She detailed the actions that had been completed and noted that she had looked at areas of the plan that related back to NASACRE to ensure that SACRE could deliver on its actions. Olivia Seymour explained that SACRE needed to look at the way in which it included school visits in the plan and she highlighted the work of Andy Tod on the Primary RE Network and reported that Taco Michiels had agreed to lead the Secondary RE group.

The Chair asked if schools visits had been arranged. Maxine Squire explained that it was better to look at areas where best practice could be showcased and she undertook to work with Andy Tod and Taco Michiels on this. The Chair noted the need to be mindful of the pressure on teachers.

It was suggested that SACRE visits to schools needed to be SACRE Member led and it was suggested that the schools questionnaire could reflect this. Olivia Seymour suggested that it would be useful for Members to have training on the teaching of RE in schools and a Member suggested that that it would be useful for teachers if the visits celebrated the work of RE teachers. It was noted that this would be similar to a governor type of visit into schools. It was noted that visits to schools would need to be approved by Headteacher and a Member asked if school visits could be directed through RE teachers.

The Chair asked if visits could be developed through the Primary and Secondary RE networks. Maxine Squire and Olivia Seymour undertook to organise a scheme of potential visits to be circulated to all SACRE Members. Olivia Seymour suggested that there be training on visits at the February 2023 SACRE meeting.

Resolved: That the update on the Development Plan 2022-24 be noted.

Reason: In order to be kept up to date on the progress of the Development Plan.

#### **43. National RE and Collective Worship updates [18.30]**

Olivia Seymour outlined the National RE and Collective Worship updates as detailed in the update paper circulated to SACRE Members. She gave an update on the Regional RE Hub Leads for Religious Education, noting that she was the regional Lead for Yorkshire and the Humber. She reported that there would be a website for the Regional RE Hub and SACRE would be able to put information on that website. It was noted that members of Interfaith York were booked on the training run by the National RE Hubs lead.

Members were encouraged to read the Still Standing: The Future of SACREs Report.

Resolved: That the National RE and Collective Worship updates be noted.

Reason: In order to be kept up to date on National RE and Collective Worship updates.

#### **44. Interfaith Week [18.45]**

Penny Coppin-Siddall report that Interfaith Week had been successful. She explained that this year, Interfaith York had experimented with a logo competition through SACRE and there were winning entries from more than one school including Ralph Butterfield. She noted that this had been a good way of connecting with schools. She explained that a number of entries included drawings of Cliffords Tower and this had highlighted a need for schools to educate their children on the history of the tower. There had also been drawings of York Minster which it was used as it did not represent a number of faiths. This was discussed by Members and Olivia Seymour noted that this highlighted an opportunity to use the factsheets launched at the Agreed Syllabus launch. She also noted the resource of the Jewish exhibition at the Castle Museum.

During discussion it was suggested that the work of SACRE could be developed and promoted to schools and it was noted that the logo competition was a good way of engaging with schools. Andy Tod was asked and confirmed that a crib sheet for the RE Primary Network may be useful.

Olivia Seymour suggested that SACRE may want to consider providing local subject knowledge to schools and she suggested that SACRE consider Interfaith Week at the spring term SACRE meeting.

It was highlighted that Interfaith Week was close to Remembrance Sunday and Anti Bullying Week in schools and suggested that preparation for Interfaith Week could be coordinated throughout the year. It was agreed that Interfaith Week would be considered in the Spring term.

Resolved: That the update on Interfaith Week be noted.

Reason: In order to be updated on the work of Interfaith York.

#### **45. Correspondence on complaints / determinations**

It was reported that there had been no complaints to SACRE.

Resolved: That Members be updated on complaints.

Reason: In order to be kept updated on complaints to SACRE and determinations of complaints.

#### **46. Work Plan**

It was agreed that at the January meeting there would be a focus on getting the monitoring strand going and that there would be a possible update on school standards in RE.

Resolved: That the work plan be updated to reflect the above changes.

Reason: In order to keep the work plan updated.

#### **47. Urgent Business**

There were no items of urgent business.

#### **48. Future meeting dates**

Thursday 12 January 2023 at 6.00pm in the Hudson room at West Offices.

Cllr Waller, Chair

[The meeting started at 6.00 pm and finished at 7.00 pm].

This page is intentionally left blank



---

|               |   |
|---------------|---|
| Meeting       | SACRE (Standing Advisory Council on Religious Education)  |
| Date          | 12 January 2023   |
| Present       | <u>Group A</u><br>Karen Vincent<br>Ian Hodgson<br>Daryoush Mazloum<br>Ben Rich<br><br><u>Group C</u><br>Andy Tod<br><br><u>Group D</u><br>Cllr Andrew Waller (Chair)<br>Cllr Ian Cuthbertson<br>Cllr Martin Rowley<br><br><u>LA Officers</u><br>Maxine Squire (Assistant Director Education and Skills) |
| In Attendance | <u>Professional RE Advisor</u><br>Olivia Seymour (Assistant Director of Education (Distinctiveness) Diocese of York)  |
| Apologies     | Councillor Fitzpatrick, Penny Coppin-Siddall, Taco Michiels and Kirsty Wordsworth   |

---

### 1. Apologies for Absence [18.03]

Apologies for absence were received and accepted for Penny Coppin-Siddall, Kirsty Wordsworth, Taco Michiels and Cllr Fitzpatrick.

### 2. Declarations of Interest [18.04]

There were no declarations of interest.

[Karen Vincent joined the meeting at 18.04].

### **3. Minutes of Previous Meetings and Matters Arising [18.04]**

Resolved: That the minutes of the previous SACRE meetings held on 22 June 2022 and 29 November 2022 be carried forward for approval at the meeting to be held on 1 February 2023.

Reason: In order to approve the minutes.

### **4. SACRE Annual Report 2021-22 [18.05]**

Maxine Squire explained that the meeting had been convened to approve the SACRE Annual Report 2021-22. This was not possible as the meeting was not quorate. She reported that nationally there were some delays in the signing off of SACRE Annual Reports as some Key Stage 4 (KS4) and KS5 results were not available.

[Cllr Rowley joined the meeting at 18.07].

With reference to future meetings operating as hybrid meetings, Members were advised that this was possible but there would first need to be a quorate physical meeting to agree the proposed change. The Clerk undertook to check whether Councillors in Group D would be able to attend future meetings virtually. Olivia Seymour noted that a number of SACREs held virtual meetings. A Member noted that SACRE was an Outside Body. Maxine Squire thanked Cllr Cuthbertson, former SACRE Chair, for his input into the report. She added that KS4 and KS5 needed adding to the report.

Maxine Squire gave an update on Group B membership, noting that this was made by the Diocese of York Board of Education. Olivia Seymour noted that the new Group B Member should be confirmed by the end of the week.

Regarding the Agreed Syllabus, a Member asked what the difference between schools that followed the Agreed Syllabus and those that adopted it. Olivia Seymour explained that schools not maintained by the Local Authority (LA), for example academies, could adopt the Local Agreed Syllabus to meet their legal duties on RE. Voluntary Aided (VA) schools in law adopt a syllabus in accordance with their foundation and trust deed and their Angelical or Catholic diocese gave advice on this

Resolved: That the SACRE Annual Report 2021-22 be approved at the next meeting.

Reason: In order for the Annual Report to be submitted to NASACRE and the DfE.

## **5. Monitoring of Standards [18.17]**

Maxine Squire explained that a programme of monitoring visits was being developed and as part of this she had looked at how this was undertaken by other SACREs. She noted that SACREs provided supportive visits to highlight values of best practice and SACRE could also invite schools to get involved in monitoring visits. It was reported that Andy Tod (Ralph Butterfield Primary School) had offered to pilot SACRE visits and Maxine Squire had suggested a cycle of visits for the year with a view to developing a model for the 2024 academic year. She would also be working with Taco Michiels on visits to Archbishop Holgate's School. She suggested visits to Clifton Green Primary School (who had recently had an Ofsted deep Dive RE visit) and Huntington School. Olivia Seymour advised Members of SACRE's statutory duty to monitor RE in all maintained schools in the local authority.

Maxine Squire informed Members that there would be an opportunity for them to take part in monitoring visits on a rolling basis to increase their understanding on how RE is delivered in schools and there would be training on this at the next SACRE meeting on 1 February 2023. Members were invited to a SACRE monitoring visit to Ralph Butterfield Primary School on 23 February at 1.30pm.

Members discussed the format of visits to schools. It was suggested that a protocol for SACRE monitoring visits be examined at the next meeting. A Member suggested that the protocol for link governor visits could be used as a framework for this. Maxine Square thanked Liz Clark, Headteacher at Ralph Butterfield Primary School for her help in organising SACRE visits to the school. Members noted that visits to schools would be useful for the Agreed Syllabus Conference. From a teacher perspective, Andy Tod noted the importance of the visits being framed from a supportive perspective.

Resolved: That SACRE Monitoring Visits to Schools be considered as part of training on SACRE visits to schools on 1 February 2023.

Reason: In order to monitor RE standards.

## **6. Training of SACRE Members on visits to schools [18.39]**

Olivia Seymour outlined the format of school visits training for SACRE Members on 1 February. Members were encouraged to contact her with suggestions for the training session. It was suggested that communication with school staff could be included in the training. A Group D Member noted that elected Members had an induction programme and he suggested that SACRE training could be included as part of this. It was suggested that SACRE Induction be included as an agenda item for a future meeting.

Resolved: That SACRE Members contact Olivia Seymour with suggestions for the SACRE training on school visits on 1 February 2023.

Reason: In order to inform the training session.

## **7. ONS results on religious belief [18.43]**

Members considered the implications of the ONS data on collective worship. The briefing from the Religion and Media Centre on the census results and the York ONS data were available to view online. Members noted that the majority of respondents in York identified as Christian or non-religious and noted a need to be cautious about minorities. A Member added that SACRE had a responsibility to non-religious pupils and it was suggested that whilst the Agreed Syllabus had made inroads, it did not reflect non-religious world views and a request for a commitment from SACRE was made on this. Members were informed that this could only be agreed at a quorate meeting.

[Ben Rich left at 18.50].

Olivia Seymour suggested that she could run a training session on Humanism and she undertook to look at some dates for this. A Member requested a commitment from SACRE for the Agreed Syllabus to reflect non-religious world views. This was agreed as an item for the 1 February meeting. The Chair noted that it would be useful for schools to look at the ONS data in their catchment areas.

Resolved: That the ONS results on religious belief be noted.

Reason: To be kept up to data on religious belief.

**8. Work Plan [18.55]**

Resolved: That commitment from SACRE for the Agreed Syllabus to reflect non-religious world views be added as an agenda item for the 1 February meeting.

Reason: In order to keep the work plan up to date.

**9. Urgent Business [18.55]**

None.

**10. Future meeting dates [18.55]**

Wednesday 1 February 2023 at 6.00pm in the Hudson room at West Offices.

Cllr A Waller, Chair

[The meeting started at 6.03 pm and finished at 6.55 pm].

This page is intentionally left blank

---

|               |  |
|---------------|--|
| Meeting       | SACRE (Standing Advisory Council on Religious Education)   |
| Date          | 6 February 2023  |
| Present       | <u>Group A</u><br>Penny Coppin-Siddall<br>Karen Vincent<br>Daryoush Mazloum<br>Ben Rich<br><br><u>Group B</u><br>Sue Bland<br><br><u>Group D</u><br>Cllr Andrew Waller (Chair)<br>Cllr Ian Cuthbertson<br>Cllr Fiona Fitzpatrick<br>Cllr Martin Rowley<br><br><u>LA Officer</u><br>Maxine Squire (Assistant Director Education and Skills) |
| In Attendance | <u>Professional RE Advisor</u><br>Olivia Seymour (Assistant Director of Education (Distinctiveness) Diocese of York)   |
| Apologies     | Ian Hodgson, Taco Michiels and Andy Tod  |

---

**The meeting was inquorate.**

**11. Apologies for Absence [18.00]**

Apologies for absence were received and accepted for Ian Hodgson, Taco Michiels and Andy Tod.

**12. Declarations of Interest [18.04]**

There were no declarations of interest.

**13. Minutes of Previous Meetings and Matters Arising [18.04]**

Resolved: That the minutes of the previous SACRE meetings held on 22 June 2022 and 29 November 2022 and 12 January 2023 be carried forward for approval at the meeting to be held on 23 February 2023.

Reason: In order to approve the minutes.

#### **14. Membership - welcoming new Members [18.05]**

Karen Vincent (Group A) and Sue Bland (Group B) were formally welcomed to SACRE. Olivia Seymour was asked and explained the different groups on SACRE.

Resolved: That the Clerk include the group description for the groups with their headings on future agendas.

Reason: In order to explain the groups on SACRE agendas.

#### **15. SACRE Annual Report 2021-22 [18.08]**

Maxine Squire advised that the KS4 results had been added to the report and the KS5 results were still pending. She reported that York outcomes remained strong compared to the national rate. She added that many SACREs had been unable to submit their annual reports and that the KS5 data (if available) would be brought to the next meeting on 23 February 2023.

Members were advised that Kirsty Wordsworth had resigned from SACRE and that Olivia Seymour would be seeking a replacement. Concerning the meeting on 23 February it was agreed that the previous minutes of SACRE meetings, SACRE Annual Report 2021-22, and virtual meetings would be added to the agenda for that meeting.

Maxine Squire outlined the 2021-22 SACRE Annual Report to Members. When detailing the SACRE budget she advised that the annual budget for SACRE was £3k and this could be used to commission training. It was noted that maintained schools were keen to have a training day in January 2024. A number of Members suggested that SACRE should give schools more involvement. Maxine Squire suggested that it would be useful to get more information on the WIRE Award for Schools initiative and take proposals about developing a similar scheme to the schools RE networks.

Resolved: That the SACRE Annual Report 2021-22 be approved at the next meeting.



Reason: In order for the Annual Report to be submitted to NASACRE and the DfE.

## **16. Monitoring of Standards [18.19]**

Maxine Squire noted that the monitoring of standards links to training delivered to SACRE members prior to the meeting and that this would be developed following the pilot visits. This would help with the review of the development plan and what support RE teachers would find beneficial to support the delivery of the agreed syllabus. Olivia Seymour noted that the report on RE from Ofsted was expected before the end of 2023 and Maxine Squire added that it would be useful for SACRE to look at it, when available.

In response to a Member comment concerning their faith, Olivia Seymour noted that their faith formed part of world views in the agreed syllabus updates. Maxine Squire added that SACRE could consider the work of York City of Sanctuary and Schools of Sanctuary.

Resolved: That the update on the monitoring of standards be noted.

Reason: In order to monitor RE standards.

## **17. Commitment from SACRE for the Agreed Syllabus to reflect non-religious world views [18.24]**

This was taken as the next item.

Olivia Seymour noted that it would be useful for a paper to be agreed on the agenda item and added that this could include what the agreed syllabus included at present and what the Humanist Member would like. A Member noted the need to recognise that Humanism was not the only non-religious world view and another Member added that Group A did not include all religions and they suggested that advice be sought from NASACRE. Olivia Seymour added that the agreed syllabus was bound by a national framework and that SACRE membership was bound by the local authority and as such, the two were separate matters, In response from an offer from a Member of Group A to produce a sheet on their faith, Olivia Seymour advised that these had been produced as for the agreed syllabus.

Olivia Seymour detailed what information would be included in the report.

Resolved: That the Clerk would contact the Humanist Member to liaise with Olivia Seymour on a paper for the SACRE meeting in May.

Reason: In order for the agenda item to move forward.

**18. Virtual meetings [18.35]**

Maxine Squire advised that SACRE would need to formally approve the change to SACRE meetings being virtual and added that the change was to encourage quoracy. A number of comments were made in relation to virtual meetings. Olivia Seymour noted that the majority of SACREs in the region had hybrid meetings.

Resolved: That virtual meetings be considered at the next SACRE meeting on 23 February 2023.

Reason: In order for meetings to be quorate.

**19. New Newsletter to schools [18.47]**

Members considered the new SACRE newsletter to schools. Olivia Seymour noted that this was a start and was asked and advised that the frequency of the newsletter was to be determined by SACRE, with other SACREs producing newsletters termly. It was suggested that a template could be produced for the newsletter and Maxine Squire noted that she could ask the council print unit to produce a template. Olivia Seymour was thanked for producing the newsletter. It was suggested that the number of pages for the newsletter be limited and that they could be sent out either at the end of term or after half terms.

Resolved: That a template for the SACRE Newsletter to school be developed.

Reason: To create a framework for the newsletter.

**20. Interfaith Week 2023 [18.54]**

On behalf of York Interfaith, Penny Coppin-Siddall reported that the York Interfaith competition run jointly with SACRE for Interfaith Week 2022 had been positive and that they would like to work with SACRE on a writing competition (incorporating English and RE) for Interfaith Week 2023 (12-19 November 2023). The aim of this was to support schools. A number of suggestions were made as to what form this could take and it was noted that it needed to link to Interfaith Week.

Members were invited to the Interfaith York meeting on 7 February 2023 at which Professor James Holt would be giving a presentation.

Resolved: That the update on Interfaith York and SACRE's joint working on the competition for Interfaith Week 2023 be noted.

Reason: To develop the joint competition for Interfaith Week 2023.

**21. Correspondence on complaints / determinations [19.03]**

It was reported that there had been no complaints to SACRE.

Resolved: That Members be updated on complaints.

Reason: In order to be kept updated on complaints

**22. Work Plan [19.03]**

It was suggested that it would be useful to move forward with the development plan and that a task and finish group could be formed to look at the development plan. The Clerk undertook to email Members about the formation of a task and finish group.

A Member noted that it was good to see different faiths at the Holocaust memorial service at York Minster.

There were no further additions to the work plan.

**23. Any Other Business [19.05]**

None.

**24. Future meeting dates [19.05]**

Thursday 23 February 2023 at 1.30pm at Ralph Butterfield Primary School.

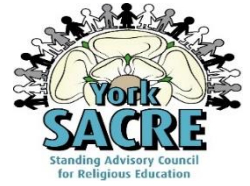
Cllr Waller, Chair

[The meeting started at 18.00 and finished at 19.05].

This page is intentionally left blank



## City of York SACRE Annual Report 2021-22



### Contents

### Page

#### Introduction

|   |   |
|---|---|
| Introduction from Chair of City of York SACRE | 1 |
| Meeting and attendance 2020-21                | 2 |
| Agreed Syllabus Conference                    | 2 |

#### RE Statutory Responsibilities

|  |   |
|--|---|
| Locally Agreed Syllabus                                | 4 |
| Standards and Monitoring of RE                         | 5 |
| Teaching training and materials and advice for schools | 5 |

|                    |   |
|--------------------|---|
| Collective Worship | 5 |
|--------------------|---|

|                         |   |
|-------------------------|---|
| Links with other bodies | 6 |
|-------------------------|---|

|                                       |   |
|---------------------------------------|---|
| City of York SACRE's own arrangements | 6 |
|---------------------------------------|---|

#### Appendix

|                                     |  |
|-------------------------------------|--|
| City Of York SACRE Development Plan |  |
|-------------------------------------|--|

## **1. Introduction**

### Foreword by the Chair of SACRE

The 2021-22 academic year has provided members of York SACRE with opportunities for learning and development. A feature of the year has been to be able to hold face to face meetings at two of the city's schools, giving non-teaching members a chance to experience the environment in which RE is taught. During these meetings, we have had presentations from teacher representatives, from the humanist member of SACRE, and from a Buddhist representative, who we expect to be joining SACRE as a member of Group A in 2022-23.

In the year, the number serving teachers who are members of SACRE increased, adding an important direct link to the work that we are developing to improve the monitoring of the quality of RE in York.

During 2021-22, a new Agreed Syllabus was prepared and presented to schools; teachers have welcomed the new Syllabus and have also made many positive comments about the supporting materials provided by RE Today. Some changes to the schools survey this year are being used to update and improve the priorities for further professional development for RE teachers as part of the SACRE Development Plan for 2022-24.

Besides being a learning and development year for York's SACRE, 2021-22 also saw a review of the Council's constitution, and SACRE's place as a statutory body was clearly articulated within this. York SACRE's terms of reference were refreshed and revised with support from the Council's democratic services team. This process has clarified chairing responsibilities for SACRE, allocating this to the Executive member for Children's Services and Education. Following a change in Executive member appointments in May 2022, SACRE welcomed Cllr Andrew Waller as the new Chair of SACRE.

To function effectively, SACRE relies on the contributions of individual members and the supporting work done by our officers; I want to thank all concerned for helping to make this year successful. I have enjoyed my time as Chair of York's SACRE and hope to remain an active and committed member of this body.

Cllr Ian Cuthbertson

Chair of City of York SACRE - September 2021 to May 2022

### **Meeting and Attendance 2021-22**

City of York SACRE met four times in the academic year 2021-22

5<sup>th</sup> October 2021

5<sup>th</sup> January 2022

30<sup>th</sup> March 2022

22<sup>nd</sup> June 2022

During the academic year 2021-22 City of York SACRE met in a combination of remote and face to face meetings

The attendance, by Committee, is set out below:-

| Committee   | 5 <sup>th</sup> Oct 2021 | 5 <sup>th</sup> January 2022 | 30 <sup>th</sup> March 2022 | 22 <sup>nd</sup> June 2022 |
|---|--------------------------|------------------------------|-----------------------------|----------------------------|
| Committee A<br>Representing Other Denominations / Faith Communities | 5                        | 4                            | 2                           | 3                          |
| Committee B<br>Representing the Church of England                   | 2                        | 1                            | 0                           | 1                          |
| Committee C<br>Representing teachers                                | 1                        | 2                            | 2                           | 2                          |
| Committee D<br>Representing City of York Council                    | 3                        | 4                            | 4                           | 3                          |
| LA Officer  | 1                        | 1                            | 1                           | 1                          |
| <b>Total</b>  | <b>12</b>                | <b>12</b>                    | <b>9 (Inquorate)</b>        | <b>10</b>                  |

All meetings, apart from the March meeting, were quorate however there are a number of vacancies and efforts are being made to fill the vacancies.

A focus on the SACRE development plan, a report from the Local Authority officer (including a focus on standards) and a report on national NASACRE and RE professional organisations updates are standing items at each meeting

## 2. RE ( statutory responsibilities)

### Locally agreed syllabus

There are 19 primary, 2 secondary and 1 special maintained schools who follow the City of York Locally Agreed Syllabus

There are 25 primary, 4 secondary and 1 special academies who have adopted the City of York Locally Agreed Syllabus

Separate regulations covering maintained special schools require them to ensure that as far as practicable every pupil receives opportunities to explore RE. The City of York Agreed

Syllabus 2021-2026 includes specific guidance and support for Special Schools. Special Schools use the City of York Locally Agreed Syllabus, at least partially, and adapt it to meet the needs of the pupils.

## **Standards and monitoring of RE**

Due to the impact of the ongoing Covid-19 pandemic, City of York SACRE has been limited in its ability to actively monitor standards in RE across the York schools. There were 6 inspections of York Schools between September 2021 and July 2022. Five primary schools were inspected and one secondary school. The Ofsted reports for 5 out of the 6 schools make no direct reference to Religious Education. York SACRE has considered how it can develop its monitoring of standards in R.E. in the future as the monitoring of R.E. through Ofsted reports is not providing detailed information about the quality of R.E.

In 2022 national exams returned for the first time since 2019. Validated data is currently unavailable but will be presented to SACRE in January 2023.

City of York SACRE developed and approved a monitoring questionnaire in the academic year 2020-21 and this was circulated to schools in September 2021. In 2021 responses were received from a limited number of schools and SACRE has considered how the questionnaire can be further developed in 2022-23 to increase the number of responses to inform both the monitoring of R.E. in schools and also to inform the SACRE development plan.

## **Key Stage 4 results**

KS4 outcomes remain strong in comparison to schools nationally. Annex 1 provides an overview of the KS4 results. At the time of writing the KS5 results were unavailable.

## **Teaching training and materials and advice for schools**

City of York SACRE supports the NATRE local group for primary RE teachers and a NATRE local group for secondary teachers set up following the launch of the locally agreed syllabus in May 2021.

City of York SACRE received no formal complaints regarding RE provision in the academic - year 2021-22.



### **3. Collective Worship**

Besides Religious Education each local authority must work with its SACRE to monitor the provision of daily collective worship. As a result of changes to the Ofsted framework and in the absence of further guidance, the City of York SACRE published guidance in 2017 to support Collective Worship in schools in the City, which it continues to promote within schools. The guidance is available on the City of York SACRE website ([www.york.gov.uk/sacre](http://www.york.gov.uk/sacre)).

Schools may apply to SACRE for a determination in order to provide Collective Worship of a non-Christian or other form. As in previous years, no determinations were requested by schools.

There were no complaints registered with City of York SACRE in 2021/2022 in respect of collective worship. Updating City of York guidance on Collective Worship has been identified as a development point for City of York SACRE.

### **4. Links with other bodies**

City of York SACRE is a member of the National Association of SACREs (NASACRE). Through the year SACRE members were informed of developments in RE from NASACRE, The National Association of Teachers of RE (NATRE) and The Religious Education Council of England and Wales (REC). The Professional RE Adviser attended the Summer 2022 NASACRE conference and reported back to members.

City of York SACRE has a long- standing relationship with York Interfaith Group. York Interfaith Group have set up a mechanism to support visits and visitors to York schools.

City of York SACRE supports the York Holocaust Memorial Day event. This event took place in January 2022.

During the Academic year 2021-22 City of York SACRE commissioned some specialist RE adviser support from Olivia Seymour, Diocese of York. This support focused on supporting the work of SACRE meetings, training for SACRE members and reporting on regional and national updates .

### **5. City of York SACRE's own arrangements**

During the academic year 2021-22 City of York SACRE continued its close relationship with City of York Council's Democratic Services. In autumn 2021 Democratic Services, in consultation with City of York SACRE, finalised the process of reviewing the constitution and it was approved by members. This has led to the role of SACRE being clarified within the Council's constitution and has enhanced the visibility of SACRE.

Structures and processes to enable members to monitor RE have been identified as priorities for 2022-23.

An officer in the Local Authority's Democratic Services Section acts as Clerk to SACRE. In addition, the Director of Governance provides professional support and advice to SACRE, principally on matters of governance and matters relating to the work of the Council and its Committees.

The people who serve on York SACRE are invited to do so by the Corporate Director of Children's Services and Education on the recommendation of various bodies in the local community with a concern for the religious education of school children. The law prescribes that there have to be four "committees" each comprising representatives of specified groups. The current SACRE is constituted as follows:-

**Committee A - Representing Other Denominations / Faith Communities:-**

Kate Bailey joined March 2021 (Catholic)

Karen Vincent joined August 2022 (Catholic)

Ben Rich (Jewish)

Keith Albans (Methodist)

Iman Abid Salik (Muslim)

Tracey Copestake resigned autumn term 2020 Deborah Evans joined March 2021

(Religious Society of Friends)

Vacant (Salvation Army)

Vacant (Sikh)

Daryoush Mazloum (York Baha'i Community)

Penny Coppin-Siddall (The Church of Jesus Christ of Latter-day Saints)

Ian Hodgson (Humanist)

**Committee B - Representing the Church of England:-**

Olivia Seymour (Diocese of York)

Katherine Harper (Archbishop Holgate's CE Academy)

**Committee C - Representing Teachers:-**

Andy Todd (Ralph Butterfield)

Taco Michiels (Joseph Rowntree)

**Committee D - Representing the City of York Council are Councillors:-**

Ian Cuthbertson (Lib Dem)

Martin Rowley (Con)

Chris Cullwick (Lib Dem)

Fiona Fitzpatrick (Lab)

Andrew Waller (Lib Dem) appointed May 2022

**In attendance:-**

Maxine Squire (Education Adviser)

Angela Bielby (Clerk)

### Finance – annual budget

York's SACRE is assigned an annual budget of £3,500. A summary of spend in 2021-22 is shown in the table below:

| Item  |  | Total Spend   |
|---|--|---------------|
| NASACRE annual membership fee for 2021-22               |  | £105.00       |
| Specialist RE adviser commissioned from Diocese of York |  | £1,400        |
| Conference fees   |  | £30.00        |
|   |  |               |
| <b>Total spend 2021-22</b>                              |  | <b>£1,535</b> |

### Appendix

Annex 1: KS4 results 2022

Annex 2: Development Plan, 2022-23

### Circulation

This report is circulated to

- NASACRE
- DfE
- City of York Council Children, Education and Communities Scrutiny
- City of York schools
- SACRE members representative bodies

This page is intentionally left blank

## Key Stage 4

### Subject: Religious Studies (4610) / Exam: GCSE (9-1) Full Course (391)

#### QAN: 60184000

| Est. No. | Centre                  | NOR    | NOE    | 9    | 8    | 7    | 6    | 5    | 4    | 3    | 2   | 1   | Q   | U   | X   | 9-5  | 9-4  | 9-1  | Avg Pts |
|----------|-------------------------|--------|--------|------|------|------|------|------|------|------|-----|-----|-----|-----|-----|------|------|------|---------|
| -        | National (All Schools)  | 650500 | 111870 | 10.2 | 12.1 | 13.3 | 17.3 | 13.9 | 10.2 | 11.1 | 6.4 | 3.5 | 0.1 | 1.4 | 0.6 | 66.8 | 77.0 | 98.0 | 4.8     |
| -        | National (State Funded) | 587650 | 103800 | 8.7  | 11.4 | 12.9 | 17.5 | 14.4 | 10.7 | 11.7 | 6.8 | 3.7 | 0.1 | 1.4 | 0.7 | 64.9 | 75.6 | 97.8 | 4.7     |
| -        | LA (State Funded)       | 1907   | 979    | 14.1 | 14.1 | 15.4 | 17.5 | 13.0 | 9.5  | 8.5  | 4.9 | 1.7 | -   | 0.7 | 0.6 | 74.1 | 83.6 | 98.7 | 4.8     |

### Subject: Religious Studies (4610) / Exam: GCSE (9-1) Short Course (394)

#### QAN: 60188807

| Est. No. | Centre                  | NOR    | NOE  | 9    | 8   | 7    | 6    | 5    | 4    | 3    | 2    | 1    | Q   | U   | X   | Avg Pts |
|----------|-------------------------|--------|------|------|-----|------|------|------|------|------|------|------|-----|-----|-----|---------|
| -        | National (All Schools)  | 650500 | 3230 | 10.2 | 9.2 | 11.2 | 12.8 | 11.2 | 10.4 | 13.1 | 9.7  | 5.9  | 0.3 | 4.7 | 1.2 | 0.0     |
| -        | National (State Funded) | 587650 | 2870 | 6.8  | 8.1 | 11.2 | 13.6 | 11.8 | 11.2 | 14.2 | 10.6 | 6.4  | 0.3 | 4.6 | 1.1 | 0.0     |
| -        | LA (State Funded)       | 1907   | 9    | -    | -   | -    | -    | 33.3 | 22.2 | 11.1 | 22.2 | 11.1 | -   | -   | -   | 0.0     |



**ARTICLE 19 - STANDING ADVISORY COUNCIL FOR RELIGIOUS EDUCATION****The Constitution of the Standing Advisory Council for Religious Education (SACRE)****1 Membership of SACRE:**

1.1 The Education Act 1996, provides for two forms of membership on SACRE, namely those nominated by the appropriate sponsoring Groups and formally appointed by the local authority, and who fall within one of the 4 Groups below; and those co-opted by SACRE.

1.2 The 4 Groups are as follows:

**Group A:**

Such Christian denominations and other religious denominations as, in the opinion of the Authority, will approximately reflect the principal religious traditions in the area.

In respect of Group A, section 390(6) Education Act 1996 states:

*The number of representative members appointed to any representative group under subsection (4)(a) [referred to as Group 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.*

It is the responsibility of City of York Council to determine who should be included in Group A but this would ordinarily follow consultation with local faith communities and existing SACRE members before a decision is made. SACRE does not have a

legal right to veto the ultimate decision of the City of York Council however.

Membership of Group A (as at June 2021) is as follows:

- Bahai'i
- Humanist
- Jewish
- Methodist
- Muslim
- Hindu
- Sikh
- Religious Society of Friends/Quakers
- Catholic
- Salvation Army
- The Church of Jesus Christ for Latter Day Saints

Group B:

A groups of persons representing The Church of England.

Section 390(5) Education Act 1996 states:

“Where a representative group is required by subsection (4)(b), [*referred to as Group B*] the representative group required by subsection (4)(a) [*referred to as Group A*] shall not include persons appointed to represent the Church of England.”

Group 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.

Group D:

A group of persons representing the City of York Council. In this case of Elected Members appointment to this group should ensure political balance and state which political group they



represent. As an alternative, the Council may appoint representatives such as a governors association.

## **2 Term of Office**

- 2.1 All Members of each Committee of SACRE shall sit for a 4 year term of office (unless they leave for the reasons as stated below) and will be subject to re-election by agreement of SACRE at its next meeting.
- 2.2 A member of the SACRE appointed by the City of York Council may be removed from membership by the Council if:
- a) In the opinion of the Council, that person ceases to be representative of the denomination or association which they are appointed to represent or (as the case may be) of the Authority.
  - b) They are absent for a period of three consecutive meetings without reasonable grounds.
- 2.3 Any member of the SACRE may at any time resign their office by giving notice in writing to the Clerk of the SACRE.
- 2.4 Membership shall be continuous unless a member resigns by writing to the Clerk.

*Note: Before appointing a person to represent any denomination or association as a member of SACRE, the City of York Council shall take all reasonable steps to assure themselves that a person so appointed is representative of the denomination or association in question.*

## **3 Co-Opted Members of SACRE**

- 3.1 SACRE shall have the right to co-opt to its non-voting membership such persons as it wishes; such co-options shall be for a period not exceeding three years.

#### **4 Confirmation of Appointments by City of York Council**

- 4.1 In accordance with the Council's Constitution, confirmation of appointments of SACRE Members shall be made by Full Council at its Annual Council meeting. Thereafter any changes or amendments to membership of SACRE will be considered by the Staffing Matters and Urgency Committee which has the appropriate council delegations for such matters.

#### **5 Chair and Vice Chair**

- 5.1 SACRE shall by election each year determine the Chair and Vice-Chair of the Committee from amongst its representative membership.
- 5.2 The posts shall be held for a maximum period of four years (unless their membership of SACRE ends earlier as per the reasons stated in the Terms of Office section above). The Vice-Chair shall be a member of a different Group from that of the Chair. The election shall take place at the autumn meeting.
- 5.3 The Vice Chair shall have the following responsibilities:
- a) To preside over the meetings in the absence of the Chair;
  - b) To participate in the agenda setting for each meeting.

#### **6 Voting**

- 6.1 Where a vote is required, each Group will be allocated one vote. In order to facilitate this the Chair will consider a short adjournment in the proceedings to allow the members of each Group to meet, debate their views and propose how they wish to vote as the Group.
- 6.2 Voting will be held on any item of business where it is proposed and seconded that a vote shall take place.
- 6.3 Determinations will always be decided by vote; a majority decision will be carried.

- 6.4 Where possible, decisions shall be by consensus. Voting may be by a show of hands, committee by committee, or where requested by any member, by secret ballot.
- 6.5 Where voting is tied, a no-decision vote will be recorded. Where there is a no-decision vote, at the Chair's discretion, further discussion and a further vote, may be allowed.
- 6.6 On any question to be decided by the SACRE only the representative groups shall be entitled to vote and each group shall have a single vote.
- 6.7 When any member asks that a decision be taken through the committee structure, SACRE shall break into its groups and each group shall determine how its representative shall vote in SACRE.

## **7 Functions and Duties**

- 7.1 The main function of SACRE is to advise the local authority on collective worship in community schools or foundation schools which do not have a religious character and on religious education, to be taught in accordance with York's agreed syllabus.
- 7.2 It is the duty of SACRE to:
- a) Support the teaching of RE in accordance with the agreed syllabus through the provision of advice on, for example, methods of teaching, the choice of materials and the provision of training for teachers.
  - b) Such advice being made available to the head teachers of all schools in York.
  - c) Request a review of any agreed syllabus adopted by the authority through the convening of an Agreed Syllabus Conference.
  - d) Consider applications made by a head teacher that the requirement for collective worship in community schools and foundation schools which do not have a religious character

to be wholly or mainly of a broadly Christian character shall not apply to the collective worship provided for some or all of the pupils in that particular school and to review such determinations at the request of the head teacher or, not later than, a period of 5 years.

- e) Monitor the provision of a daily act of collective worship in all community schools and foundation schools which do not have a religious character and advise on the action to be taken to improve such provision.
- f) Report annually on the work of SACRE, a copy of the report being sent to Full Council. As well as the work undertaken, the report will also include details of:
  - any matters in respect of which SACRE has given advice to the authority,
  - broadly describe the nature of the advice given, and
  - where any such matter was not referred to SACRE by the authority, give SACRE's reasons for offering advice on that matter.

## **8 Procedure**

### **8.1 Conduct of Meetings**

- 8.2 The procedures for the conduct of SACRE meetings are defined in the Standing Orders at Appendix of this Constitution. The Annual Meeting will be deemed to be the first meeting held in the autumn term.

## **9 Extraordinary Meetings**

- 9.1 Extraordinary meetings will be arranged when requested by at least four individual members of SACRE. This request should be in writing and should give the reasons for holding such a meeting. At least seven days' notice will be given of any such meeting.
- 9.2 The Chair may also call an extraordinary meeting when required.

## **10 The Agreed Syllabus for Religious Education**

- 10.1 In accordance with current legislation SACRE may request, and will ensure, that the process for the review of the agreed syllabus for Religious Education, which is required to take place every 5 years, should commence.
- 10.2 Membership of the Agreed Syllabus Conference, which is in itself a separate legal entity, will consist of four committees representing:
- a) Christian denominations and other religions which reflect principal religious traditions in the area.
  - b) Church of England.
  - c) Teacher Associations as represented in York
  - d) City of York Council representatives
- 10.3 Any sub-committees appointed by the conference shall have at least one member from each committee constituting the Agreed Syllabus Conference.
- 10.4 SACRE will recommend to the Local Authority, and will oversee, the establishment, process and outcomes of the Agreed Syllabus Conference.
- 10.5 SACRE will monitor the Agreed Syllabus, provision and standards in RE. The outcomes of this process will help constitute the basis of revision of the Agreed Syllabus, which will be presented to the Agreed Syllabus Conference.
- 10.6 Any proposed modification of the Agreed Syllabus will require the reconstitution of the Agreed Syllabus Conference in accordance with 8.1 – 8.3 above.

## **11 Review of the Constitution and Code of Conduct**

- 11.1 There will be an annual review of the SACRE constitution and code of conduct to ensure they remain fit for purpose.

## **APPENDIX 1**

### Standing Orders for Meetings of SACRE

#### **1 Meetings**

- 1.1 Meetings are held at least one per term with there being no less than 4 meetings per year.
- 1.2 A meeting of SACRE shall be quorate only when one member of each constituent group is present in addition to either the Chair or Vice-Chair. Members' attendance may be recorded in the annual report.
- 1.3 Meetings are held, and are open to members of the public, in accordance with The Religious Education (Meetings of local Conferences and Councils) Regulations 1994.
- 1.4 Dates of meetings will be agreed at the final meeting of the previous academic year.
- 1.5 The Clerk to SACRE will contact members giving at least seven days' notice of any meeting.
- 1.6 Public notice will be given at least three days before a meeting.
- 1.7 The minutes of the previous meeting, agenda and any other relevant papers will be provided for members, and for inspection by members of the public on request.
- 1.8 Committees; A, B, C, & D may hold committee meetings as and when required.

#### **2 Order Of Business**

- 2.1 Business will include the following:
  - a) Disclosure of interest
  - b) Apologies for absence / declarations of interest
  - c) Minutes of the previous meeting
  - d) Matters arising from the minutes

- e) Reports
- f) Correspondence items including complaints
- g) Any other business
- h) Dates & agenda items for future meetings

### **3 Agenda**

- 3.1 The agenda will be prepared by the Clerk in consultation with the Chair and Vice Chair of SACRE and supporting Officers.
- 3.2 Members of SACRE may put forward items for inclusion on the agenda, with such request being made in writing, to the Clerk at least 14 days prior to the meeting.
- 3.3 The agenda for a SACRE meeting, accompanied by minutes of its previous meeting (if not already circulated) shall be sent so as to reach members not later than seven days before that meeting. The Agenda for each meeting shall be published on the City of York Council website at least five working days prior to the meeting taking place.
- 3.4 Matters for the agenda shall normally be sent to one of the SACRE's officers not later than fourteen days before that meeting.
- 3.5 Items for 'any other business' shall be sent in writing to officers or Chair not less than forty-eight hours before the meeting.
- 3.6 The minutes of the SACRE meeting shall be reported to the Local Authority.

### **4 Determinations**

- 4.1 Determinations will be received from schools in sufficient time for them to be considered at the meeting prior to their commencement. For those seeking a quinquennial renewal, applications should be received for consideration at the meeting prior to their expiry. Such applications will only be accepted on the SACRE approved application form.

- 4.2 Determinations will be accepted or rejected on a majority decision of each constituent committee and by a majority vote by SACRE.
- 4.3 If SACRE requires modification to a determination the school will be informed in writing and the modified application will be considered at the next SACRE meeting. An interim 'Chairs action' can be taken.



## **APPENDIX 2**

### **An introduction to City of York SACRE**

#### **Why is there a SACRE?**

In 1944, Local Education Authorities were empowered by law to set up a Standing Advisory Council for Religious Education (SACRE). In 1988, the Education Reform Act made it a legal responsibility for them to do so. The Education Act 1996 governs the constitution for SACRE which includes membership and roles and responsibilities.

#### **What are the duties of SACRE?**

The SACRE must:

- a) advise the LA on RE given in accordance with the agreed syllabus, collective worship, and on matters related to its functions, whether in response to a referral from the LA or as it sees fit
- b) have regard to any circumstances relating to the faith backgrounds of the pupils which are relevant for deciding what character of collective worship is appropriate when a school makes application for a determination
- c) 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
- d) send a copy of the report to NASACRE (National Association of SACRE's)
- e) meet in public unless confidential information is to be disclosed
- f) 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). There are also provisions about public access to the agenda and reports for meetings.

The SACRE should:

- a) monitor the provision and quality of RE taught

according to its agreed syllabus, together with the overall effectiveness of the syllabus, and collective worship

- b) 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
- c) in partnership with its 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 teaching and learning of RE
- d) offer advice to the LA, and through the LA to schools, concerning how an existing agreed syllabus can be interpreted, and collective worship provided, so as to fit in with a broad, balanced and coherent curriculum.

The SACRE may:

- a) require its 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 three other committees is sufficient
- b) 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
- c) 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.

### **Attendance at meetings**

SACRE members are expected to attend all meetings where possible and send apologies to the clerk when they are unable to attend. A SACRE member who fails to attend three consecutive meetings and does not send apologies will be asked to stand down and an alternative representative will be sought.

**Who sits on the SACRE?**

The composition of the SACRE is defined by law. It is made up of four committees. Each local authority (LA) must establish a permanent body called a Standing Advisory Council on Religious Education (SACRE). It must appoint representatives to each of four committees, representing respectively:

- a) Group A: Christian denominations and such other religious and religious denominations as, in the authority's opinion, will appropriately reflect the principal religious traditions in the area
- b) Group B: The Church of England
- c) Group C: Teacher Associations
- d) Group D: The LA

Membership of each of the four groups which constitute the York SACRE are:

- a) Group A: Baha'i, Humanist, Jewish, Methodist, Muslim, Hindu, Salvation Army, Sikh, Society of Friends/Quakers, Catholic, The Church of Jesus Christ for Latter Day Saints (single representative for each)
- b) Group B: Representatives nominated by the Diocese of York.
- c) Group C: Teachers for religious education
- d) Group D: Four elected members of the LA.

**What is the distinctive contribution of each committee?**

Everyone shares the responsibility to put children's' learning before personal interest.<sup>5</sup>

Members of Groups A and B, each of whom represents a faith community within the locality:<sup>6</sup>

- a) should present and foster a positive image of their religion, so that negative stereotyping is avoided. They must also make clear any grounds on which they may differ from each other,

---

<sup>5</sup> NASACRE Members Handbook

<sup>6</sup> NASACRE Members Handbook

whilst showing respect for each other's viewpoints, since such convictions and mutual understanding both lie at the heart of effective classroom RE;

- b) can create opportunities within SACRE meetings to raise awareness of issues of sensitivity in the teaching of RE to the children of their faith community, and also in the presentation of their particular faith and religious tradition within school RE, always taking an educational approach;
- c) should appreciate the difficulties schools are facing in the area, support their best endeavours, and act, where necessary, as a link between schools and the faith communities;
- d) should be aware of other local minority faith communities not represented amongst their number. Some SACREs address this by co-opting representatives from these communities.

Members of Group C, representing teacher associations and education, should:<sup>7</sup>

- a) have a real and positive interest in RE in primary, secondary or special schools;
- b) ensure that the needs of schools and teachers are considered by the SACRE in their discussions;
- c) provide the SACRE with information about the context in which RE is taught in the schools in the local authority;
- d) ensure that the bodies they represent are informed about the work of the SACRE and about RE in local schools;
- e) create opportunities for other teachers to learn more about the work of the SACRE and give them the opportunity to have their views expressed at SACRE meetings;
- f) consult their colleagues on matters of particular importance to the work of the SACRE;
- g) can bring 'public' dimensions to the debate about RE provision and support.

Members of Group D, representing the local authority: <sup>8</sup>

- a) can bring to the meeting the breadth of educational issues and concerns which elected members are wrestling with, and place RE's role within it;

---

<sup>7</sup> NASACRE Handbook

<sup>8</sup> NASACRE Handbook

- b) can be the supporters of RE within the various committees and structures of the local authority;
- c) can give political support to enable locally determined RE to flourish within each LA, including advisory support etc.;
- d) can appreciate the issues raised by a multi-faith, multi-cultural society for the education of children in RE, and reflect these issues in support of RE in the relevant council structures, including Scrutiny Committee, Executive, etc.;
- e) can particularly support the efforts of the SACRE to be effective through publicising its work with fellow elected members and officers of the local authority, ensuring it is taken seriously and is appropriately funded and supported.

### **Voting**

On any question to be decided by the SACRE, its constituent groups each have a single vote, but co-opted members do not have a vote.

Decisions within a group do not require unanimity.

Each group must regulate its own proceedings, including provision for resolving deadlock.

### **Election of chair and vice-chair**

Members of groups A, B, C and D shall vote individually for the election of a chair and vice-chair from within their collective membership at the first SACRE meeting of a new school year.

### **How often must a SACRE meet?**

SACRE should aim to meet on 4 occasions each year but meetings are usually held once a term. More meetings may be scheduled if the business is considered to be urgent or requiring more discussion time than is possible in the regular meeting/s.

It is important to attend because no decisions can be made unless there is at least one person present from each committee in order to cast that committee's single vote. Co-opted members do not have a vote.

**How is the SACRE managed?**

It is the LA's responsibility to set up a SACRE and this implies it also has a duty to fund it. Funding for SACRE's varies across the country, but in this authority there is no specified budget. The SACRE applies for funding as and when it identifies a need.

The SACRE is serviced by a clerk, provided by the City of York Council Democratic Services Team who is a contact within the authority for SACRE matters, takes minutes of the meetings and provides administrative support.

The LA can make the decision on how the chair of SACRE may be appointed or it may allow the SACRE to choose the chair from amongst their members.

This SACRE is serviced by a Local Authority adviser from City of York's Education Service and the City of York Council will seek specialist RE Advisor Support from the Diocese of York, who:

- a) may advise the SACRE and LA
- b) ensures that the decisions of the SACRE are moved forward
- c) oversees the monitoring of RE and collective worship in schools
- d) oversees the development of the Agreed Syllabus and its implementation
- e) offers support and advice to teachers and schools through training and consultancy
- f) writes the SACRE annual report.

**What is an Agreed Syllabus Conference (ASC)?**

An ASC is convened in order to produce an Agreed Syllabus for RE. It is a separate legal entity from a SACRE.

Although a review of the locally Agreed Syllabus is required within five years of the last review, if the majority of the committees (other than Committee D) ask the LA in writing to reconsider its Agreed Syllabus it must convene a conference for that purpose.

An ASC:

- a) Is a separate legal entity in itself
- b) Contains the same committees as the SACRE
- c) Can be made up of SACRE members but need not do so
- d) There is no provision for co-opted members
- e) The chair of the ASC can be appointed by the LA or the LA may allow the ASC to choose its own Chair.

The LA's responsibility to convene the ASC implies a duty to provide funds for its work.

### **What other activities might the SACRE be involved in?**

- a) convene working parties of SACRE members and teachers
- b) produce guidelines for schools, such as: schemes of work; programmes of study; assessment guidance; resource lists including visits and visitors; policy documents; teaching and learning strategies; RE and the early years; RE and post 16; RE and SEN; SMSC; recording and reporting
- c) keep up to date with Ofsted reports; what is happening with SACREs in other areas (NASACRE and Analysis of SACRE reports)
- d) monitor action plans
- e) receive reports on local activities such as exam results; displays; exhibitions; 'special days';
- f) acknowledge schools on their achievements and encourage those who need it through visits; certificates; letters; invitations to talk to SACRE; listening
- g) visit schools to: experience an RE lesson or an act of worship;
- h) presentations to SACRE by teachers
- i) find out more about the faiths or non-faith stances of: members of SACRE; the faiths identified in the agreed syllabus
- j) recognise and seize opportunities to raise the profile and status of RE
- k) ensure schools are kept up to date with both local and national initiatives and information which will

- support them in their situation
- l) address the issue of schools' non-compliance with legal requirements
  - m) organise SACRE training days and lectures
  - n) ensure that the LA are fully aware of the duties and responsibilities of SACRE so that they may make informed decisions regarding policy and budget
  - o) ensure that SACRE is represented on national bodies and at national courses/conferences
  - p) write a development plan to ensure the SACRE 'moves forward' and is effective in carrying out its duties and tasks.



## **APPENDIX 3**

### **City of York Standing Advisory Council for Religious Education (SACRE) code of conduct and roles and responsibilities**

#### **General principles<sup>9</sup>**

York SACRE encourages all its members to:

- a) attend all SACRE meetings and take a full and active part in its work
- b) participate in and review the work of SACRE for the benefit of the whole community
- c) listen with respect to the views of other members and where a situation of disagreement occurs, disagree respectfully
- d) express views and opinions openly, honestly and sensitively, always recognising others may have views different to one's own
- e) assume at all times that other members of SACRE are honourable and concerned with the best interests of SACRE
- f) seek reasoned consensus where views diverge and never disrespect the views of other SACRE members or seek to convert them to a different belief stance
- g) actively consult with, and report back to, the membership body which they represent so that debate is fully informed
- h) actively challenge and resist stereotyping

Remember that the central aim for the SACRE is to improve the quality of provision in RE and collective worship for all pupils in York.

---

<sup>9</sup> NASACRE Code of Conduct

## Visiting schools

From time to time, SACRE members may have the opportunity to visit schools. SACRE Members should remember that it is a privilege to visit a school. They are there as invited guests, not to make judgements about the school or to “inspect” RE and collective worship. Members should:

- a) only visit a school when invited
- b) inform the Clerk of SACRE and the SACRE’s RE Professional of any invitation received and visits made
- c) ensure that you do not say or do anything, which could be viewed as denigrating any religion or ethical belief system
- d) avoid being critical of others or imposing their own views
- e) any confidential information disclosed should not be passed on but along with any possible concerns or confusions about what may have been seen should be discussed with the LA Officer and RE Professional before being reported back to SACRE

### Visiting schools as a representative of a faith community<sup>10</sup>

Some faith community representatives may be more regular visitors to schools and invited to support RE and/or collective worship. Visitors should be well-supported by the class teacher who should always be present, taking an active role in question and answer sessions, and ensuring visitors are well-briefed before a visit.

SACRE members visiting a school to share their beliefs, values and experiences should:

- a) have a clear, mutually agreed understanding of the purpose of the visit before it takes place
- b) appreciate that they are not there to convert or proselytise, avoiding being critical of others or imposing their own views
- c) be familiar with the school’s aims, ethos and policies in RE and collective worship
- d) have an understanding of where the lesson will fit into the unit of work from the Agreed Syllabus and what the learning objectives are

---

<sup>10</sup> NASACRE Code of Conduct

- e) use a variety of teaching and learning methods and approaches, but at no time touch pupils or behave favourably towards pupils of particular faiths, ethnic groups or genders
- f) ensure that pupils understand that the visitor is representing a particular faith view and their own personal interpretation of it and therefore that others from the same faith may not always interpret ideas in exactly the same ways
- g) ensure that they do not say or do anything, which could be viewed as denigrating
- h) communicate at an appropriate level for the age group concerned

Teacher and teacher association representatives should:

- a) provide information and expertise in relation to teaching and the school environment
- b) if appropriate provide information and expertise in relation to the teaching of religious education and the carrying out of collective worship in schools
- c) represent the interests and concerns of teachers, pupils and schools
- d) consult with teaching colleagues and students
- e) keep colleagues informed about the work of SACRE
- f) ensure that the welfare and education of all the children in the City of York is the primary focus of SACRE

Council representatives should:

- a) represent the wider public interest
- b) provide information and expertise to SACRE in their capacity as an elected member of City of York Council
- c) inform SACRE of concerns or issues known to City of York Council relating to education and in particular the provision for SMSC (spiritual, moral, social and cultural development), teaching of religious education and the carrying out of collective worship in schools
- d) support the work of SACRE by representing its interests in City of York Council
- e) endeavour to ensure that SACRE is adequately funded and supported

- f) ensure that legal requirements for the conduct of SACRE are observed in particular in relation to the suitability and qualifications required to be a member of SACRE

### **Roles and responsibilities**

The Chair of SACRE is required to fulfil the following key tasks:

Ensure that:

- a) a clear timetable of meetings for the year is agreed and published
- b) membership of the SACRE is efficiently maintained, i.e. that the four groups of SACRE have appropriate representation, with good attendance and participation
- c) SACRE produces guidance to support the local authority and its schools with regard to religious education and collective worship
- d) an annual report is produced each year and sent to the Secretary of State as required by statute
- e) SACRE members have a programme of training, and when necessary induction
- f) there is a Vice Chair if the Chair is unable to make a meeting
- g) where there is an agreed a code of conduct it is adhered to by all SACRE member

In addition, the Chair of SACRE is required to undertake a number of other responsibilities which include:

- a) Attend all SACRE meetings, helping to prepare Agendas and key papers;
- b) Welcome new SACRE members and ensure they are fully briefed;
- c) Chair SACRE meetings;
- d) Represent City of York SACRE on national bodies and report back to SACRE on the outcomes of any meetings;
- e) Send letters of thanks to schools who host meetings and to individuals who give presentations at SACRE meetings;

- f) Send congratulation letters to schools where good practice has been identified, such as through the RE Quality Mark, through Ofsted Inspections or through visits by SACRE members;
- g) Working with the LA Adviser, the clerk and other SACRE Officers, produce reports for the Council e.g. when changes to the SACRE constitution or membership are required.

RE Professional Advisor to SACRE (who is not a member of SACRE) has the following responsibilities:

- a) Attend all SACRE (and ASC when appropriate) meetings, helping to prepare Agendas and key papers;
- b) Advise SACRE (and ASC when appropriate) on issues relating to its work;
- c) Ensure SACRE (and ASC when appropriate) is up to date with local, regional and national initiatives and issues related to RE, collective worship and syllabus developments, e.g. the work of the RE Council, the All Party Parliamentary Group for RE, DfE or charitable funded initiatives;
- d) Relate SACRE's work to wider community issues, including partnerships with faith and belief communities ;
- e) Lead on areas related to the Agreed Syllabus, RE and collective worship;
- f) Manage and deliver the training of SACRE members and, where appropriate, teachers and other groups interested in RE;
- g) Produce reports to meet the deadlines agreed for distribution of papers for the meetings;
- h) Support SACRE members' development, including their ability to provide a bridge between their nominating body and SACRE;
- i) With relevant administrative support and the SACRE clerk, manage and advise meetings of sub groups e.g. working par.es for particular initiatives;
- j) With the SACRE clerk ensure that all SACRE publications are circulated to the relevant bodies;
- k) Working with the Chair, the clerk and other SACRE Officers, produce reports to the Full Council, relevant Executive Member and to the Children, Education & Communities Policy and Scrutiny e.g. when changes to the SACRE constitution or membership are required;

- l) Draft and edit the SACRE Annual Report and all SACRE materials and publications;
- m) With administrative support, update any relevant RE / ASC / SACRE website and SACRE's presence on the LA website;
- n) Take the lead on the monitoring aspects of SACRE, especially agreed school visits and analysis of examination results in Religious Studies;

The Clerk to SACRE (who is not a member of SACRE) should:

- a) Arrange, attend and clerk meetings of the SACRE and/or ASC;
- b) Produce and circulate minutes and agendas of the SACRE and/or ASC in a timely manner in accordance with the LA's standard format;
- c) Ensure that all papers from working parties or consultants are circulated to SACRE and/or ASC members in advance of meetings electronically and where necessary printed;
- d) Advise on dates of meetings, particularly in relation to religious holidays or other Council meetings which may clash and effect quoracy;
- e) Arrange venues for meetings of both the SACRE and ASC;
- f) Liaise with the venue regarding any catering for a meeting with due sensitivity towards the religious requirements of a particular faith community or communities represented on SACRE;
- g) Liaise with a venue for use of any necessary equipment (e.g. IT, digital projector) required for the meeting;
- h) Remind and chase members/other attendees about reports for meetings and circulation deadlines;
- i) Circulate additional papers or conference invitations e.g. from government departments, Council departments, the National Association of SACREs (NASACRE), the RE Council and Ofsted as appropriate;
- j) Alert the Chair and RE Professional / Adviser to any communications from these and similar bodies;
- k) Ensure that regular communications such as the NASACRE updates are circulated to members;
- l) Working with the Chair, the local RE Advisor and other SACRE Officers, produce reports to Full Council, relevant Executive Member and to the Children, Education & Communities Policy and Scrutiny when changes to the SACRE constitution or membership are required;

- m) Work as a team member closely with the Chair, the local RE Professional and other SACRE Officers; this includes regular phone contact, email, sending meeting dates and up to 4 agenda planning / setting meetings per year;
- n) Be the first point of contact for SACRE members, faith community members, members of the public and other bodies concerned with the work of SACREs, e.g. NASACRE;
- o) Respond to queries, alerting the Chair and Advisor when necessary, for example FOI requests, this function is particularly crucial in LAs where the RE Professional is a contracted external consultant;
- p) Maintain the SACRE membership list, keeping it up to date, chasing members whose attendance is poor and identifying any membership issues for the attention of the Chair, RE professional and LA Officers;
- q) Contact nominating bodies represented on the SACRE when membership lapses to arrange for replacements and / or liaise with these bodies for any other issues as appropriate;
- r) Contribute information, e.g. membership and attendance details for the Annual Report of SACRE;
- s) Assist in the production and circulation of the Annual Report; issue Welcome / Induction Packs for new members and ensure that they have sufficient information to prepare them for their first meeting.
- t) Maintain a filing system (electronic and sometimes paper) of relevant and up to date information;
- u) Where possible liaise with the LA Officer, other Council departments, keeping the Chair, the RE Professional and other Officers informed of any Council initiatives which may be relevant to the work of the SACRE;
- v) Ensure that all SACRE publications / advice are circulated to the relevant bodies;
- w) Liaise with the Council's legal advisor in respect of governance issues;
- x) Be responsible for the passing on for payment, invoices relating to SACRE work, e.g. payment for attendance at national conferences, payment for catering for meetings.

This page is intentionally left blank