

**MINUTES OF THE MEETING OF THE
LONDON BOROUGH OF WALTHAM FOREST
STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION (SACRE)
HELD ON WEDNESDAY, 25 MAY AT 6PM
VIA ZOOM**

Present: Ms Ruth Kaufman (Chair) (RK) Member Group D

Mr Keith Pilling (KP) Member Group A

Mr Jamal Mannan (JM) Member Group A – left at 7:30pm

Ms Ruth Everett (RE) Member Group B

Ms Heather Soar (HS) Member Group C

Is'Haaq Jasat (IsHJ) Member Group C – left at 7:30pm

Mr Gerry Kemble (GK) Member Group D

Ms Julia Diamond-Conway (JDC) Advisor to SACRE

Mr Adewale Akano (AA) Co-opted member – Metropolitan Police Faith Officer – left at 7:40pm

Clerk: Zuhra Kayani

Also present: Ms Donna Miller (DM) Governor Services Manager – left at 6:45pm

Rukhsana Yaqoob (RY) Observer

Reverent Dave Edmondson (RDE) Observer

Polly Kersys-Hull (PKH) Observer

Summary of agreements and actions:

| Minute reference | Formal agreements and/or actions identified | Named person(s) for action(s) identified | Completion date |
|------------------|---|--|-------------------------------------|
| 2.1 | Action: Declaration of Interest All members to formally readopt or update accordingly on GovernorHub, | ALL | 1 week |
| 2.1 | Action: Email members individually who have not completed the declaration of interest register on GovernorHub | Donna Miller | Before the next meeting 07.07.22 |
| 3.1.1 | Action - Chair to e-sign a copy of the minutes of 2 February on GovernorHub | Colin Whitehead | 1 week |
| 3.2.2 | Action - CW to follow up reply to secondary school who have not responded to him on clarity on their workforce data relating to RE and forward to DM. | Colin Whitehead | 1 week |
| 4.1 | Action - RE to have a conversation with potential new SACRE member | Ruth Everett | 1 week |
| 7. | Action - No deadline set to complete places | ALL | Next |

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| | of worship form which is on google classroom. ALL Members encouraged to have a look at this form and add details is possible | | meeting |
| 8. | Action - Group C representation to be discussed at the next meeting. | DM | Next Meeting |
| 9. | Action - Prior to the next meeting ALL Members to forward ideas for the 2022-23 Annual work Programme on GovernorHub for chat or to email ideas to be shared | ALL | Next Meeting |
| 10. | Action - JDC to assist CW with 2021-22 Annual Report | Julia Diamond-Conway | |
| 10. | Action - Contribution welcome from on ALL Members on 2021-22 Annual Report, please contact CW via email or GovernorHub | ALL | Prior to the next Meeting |
| 11. | Action - Draft questionnaire to go on GovernorHub for comment. | Ruth Kaufman Julia Diamond-Conway ALL | 1 week |
| 11. | Action - JDC to liaise with DM and GK about the structure and how to best circulate to school RE Leads. | Julia Diamond-Conway / Donna Miller Gerry Kemble | 1 week |
| 12. | Action - JDC to liaise with CW to discuss way forward regarding outcome of Ofsted on RE | Julia Diamond-Conway / Colin Whitehead | Next Meeting |
| 14. | Action - CW to write a welcome note on behalf of SACRE to the new appointed Head Teacher at Holy Family School | Colin Whitehead | |
| | Agenda Item: <ul style="list-style-type: none"> - Safeguarding in Settings – WP Report - Draft Annual report approval - Welcome packs - Review of link members for groups - Group C Representation - 2022-23 Annual work Programme | Donna Miller | Prior to the next Meeting |
| | Date of next meeting: Wednesday 6 July 6pm | All /GS | Immediate |

1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 All those present to the meeting were welcomed. RK informed everyone present she would be chairing the meeting in the absence of CW and wished him a speedy recovery.
- 1.2 RK acknowledged all the prospective members as observers and introductions were made.
- 1.3 Apologies for absence were received and accepted from Colin Whitehead, Cllr Richard Sweden, Paul Braham, Tara Khare and Ruquyya Vankad.
- 1.4 It was noted that due to the delayed timing of the Local Authority Annual General Meeting there were no elected members present this evening. The next meeting was expected to have the full complement.

2. DECLARATIONS OF INTEREST

- 2.1 Members were reminded of the need to review their declarations on an annual basis.

DM confirmed there were a couple outstanding.

DM reminded members how to access and complete the page on GovernorHub. DM emphasised declarations are not published.

ACTION: All Members to formally readopt or update accordingly annual declaration of interest forms via Governor Hub.

ACTION: DM to email members individually who have not completed the declaration of interest register on GovernorHub.

- 2.2 There were no declarations made pertaining to any of the agenda items for this meeting.

3. MINUTES

- 3.1 Minutes of the meeting held on 2 February 2022 were received, with the following amendment:
- Page 9 and 10 – meeting schedule time should read 6:00pm not 5:30pm.

- 3.1.1 Subject to that change the members agreed these to be an accurate record of the meeting. CW to sign electronic copy on GovernorHub.

ACTION: SACRE Chair to e-sign a copy of the minutes of 2 February on GovernorHub.

3.2 Matters arising:

| Minute reference | Action | Status update |
|-------------------------|---|--|
| 2.1 | Action: Declaration of Interest All members to formally readopt or update accordingly on GovernorHub, | Ongoing – Majority completed |
| 2.1 | Action: Email members individually who have not completed the declaration of interest register on GovernorHub | Ongoing – will do again |
| 3.1 | E-sign a copy of the minutes of 14 December 2021 on GovernorHub | Completed |
| 4.2 | Paul Barham term of office ends 10.07.22 – forward planning | Completed – PB accepted extending his term |
| 4.3 | Circulate the NASACRE welcome document via GovernorHub to members | Completed |
| 6.2 | Prepare presentation on section 1 of the SEF | Completed – Todays agenda |
| 6.2 | To work outside of the meeting and read section 1 and share what they | Todays meeting |

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| | know to respond in the discussion at the next meeting. | |
| 6.2 | Members to add details of places of worship that are happy to accommodate school visits on GovernorHub – need to collate a central bank of places of worship as well as beliefs and faiths. | Progress made - Ongoing |
| 6.2 | Share the Borough combined place of worship list on GovernorHub removing any details that may influence GDPR. | Progress made - Ongoing |
| 9. | Draft a letter to all Secondary Schools regarding clarity on their workforce data relating to RE and forward to DM. | Completed – CW to follow up for reply |
| 9. | Once workforce data letter finalised arrange for circulation to all secondary schools. | Awaiting |
| 10. | Share details of Matthew Mint the Lead on Dementia and LD Development with TK and AA for sign posting. | Completed |

3.2.1 Action item 6.2 – Place of Worship, it was noted that progress had been made. There had been some issues in reaching out but CW will continue to progress further.

3.2.2 Action item 9 – Secondary school workforce data, RK confirmed CW had sent the letter to 3 secondary schools and had received a reply from 1.

ACTION: CW to follow up with secondary schools who have not responded to him on clarity of their workforce data relating to RE.

4. SACRE MEMBERSHIP

RK advised that PB had confirmed he would carry on as Member of SACRE representing Judaism on Group A. It was noted there were observers in attendance in today's meeting, for potential membership of Group B.

Members discussed Group C representation. RE informed the meeting of a potential teacher SACRE member.

ACTION: RE to have a conversation with potential teacher SACRE member.

5. SACRE BUDGET 2021/2022 - 22/2023

DM informed the Members the finance team had now provided a breakdown of the budget, including allocations and recharges. This had been added to GovernorHub Shortly before today's meeting

DM said that she would be meeting the Accounts team in Corporate Finance to better understand the 2021/22 and 2022/23 budget and definitive costs. It was noted £30,000 had been allocated for the year 2022/23 from which fees needed to be deducted and recharges applied. The remaining funds would be available for SACRE to allocate to support its work programme.

DM confirmed 2022/23 budget information will be uploaded once it had been agreed. This should be in time for the July 2022 SACRE meeting. In response to questions, she confirmed that the budget year runs from April 2022 to March 2023, and that any unspent funds are

automatically clawed back.

6. SAFEGUARDING

Nothing to add at this meeting: no concerns or issues had been raised with CW.

7. SACRE WORKPLAN PROGRESS

The Work Plan was shared on screen focusing on the headlines.

JDC advised the Primary school network met last term. The focus of the session was Sikhism.

The Secondary school session only had one attendee and was a 1:1 session (the previous term there had been no attendees).

This term, a joint primary and secondary network meeting is planned focusing on Ways of Knowing. JDC was pleased with this topic as it addresses a current need. In response to questions, JDC explained more about Ways of Knowing:

- Ofsted research indicates 3 types of knowledge:
 - o Substantive knowledge – the ‘stuff’ of RE. Whilst it includes facts, it is more than just mere factual knowledge
 - o Personal knowledge – learning yourself, where you stand
 - o Ways of knowing knowledge – how we learn in RE
- RE is a broad subject in terms of how people go about gaining knowledge; there is a need for pupils to learn how to learn in RE. One way is to focus on looking through different types of lens and helping children to learn how to use different lenses to understand about religion and worldviews. Lenses are not the only way of approaching ways of knowing; there is no one set way at the moment.

JDC advised of networking for schools taking place 30 July 2022 and that an email would be going out to schools tomorrow.

It was noted the Faith and Beliefs Forum would be taking place June/July and that they are keen to link with more teachers as there is a big emphasis on curriculum catch up with a focus on broadening the curriculum, working together to promote ideas with schools and raise strategies of teaching.

SACRE Members **agreed** this was a good idea and way forward to promote by collaborating locally and nationally with faith forums. It was noted to continue with the regular contact with RE Primary and Secondary Leads to strengthen and enrich the curriculum.

JDC confirmed CW would be attending the next ‘Excellent RE’ course session held in June to share good practice.

JDC advised schools are looking at educational visits to places of worship and places that offer a good trip.

RK noted that the form designed to collate places of worship was not yet complete, as mentioned earlier.

ACTION: No deadline set to complete places of worship form which is on google classroom, ALL Members encouraged to send any details of contacts for places of worship happy to receive school visits, and suitably well-organised to do so, to CW or JDC

RK thanked JDC for her update and continued work.

DM left the meeting at 18:45pm

8. SACRE SELF-EVALUATION FORMAT

RK reminded Members that they had been invited to read the draft of Section 1 of the NASACRE self-evaluation tool ahead of the meeting. This tool, produced by NASACRE, was

on GovernorHub. It may not be possible to complete Section 1 in one meeting and Members may need to continue the work outside of the meeting.

RK introduced the self-evaluation by taking SACRE through the powerpoint presentation that formed part of the papers for this meeting (see <https://app.governorhub.com/document/628b50497842d9b44e03374f/view>). She explained each of the elements of Section 1, giving her own 'straw man' assessment as a basis to help kick-start the subsequent discussion.

The meeting was then split into three break-out groups to discuss the key areas in more depth, and to consider what SACRE and/or the Local Authority should do in response.

Everyone entered the breakout rooms at 18:55pm

PKH lost connection at 18:55pm

PKH re-joined at 19:05pm advising of internet problems.

Everyone re-joined the meeting at 19:12pm

Group 1 Feedback – AA, KP and IJ:

- Work on faith groups and faith forums by attending events and community network
- Agreed with evaluation, we are a strong team
- Agree require more representation of more faiths, new faces and diversify SACRE
- Enrich interfaith links

Group 2 Feedback – RDE, GK, RY and RE

- Agreed with 1a
- 1b developing working and nearly established and fast approaching
- 1c developing, clarity required on induction SACRE Member and Member of Waltham Forest SACRE. It was noted no old Members had had an induction and not a huge amount of progress had been made
- 1d is developing

- 1e developing
- Unfortunately, did not get any further as a lot of time was spent on 1c.

Group 3 Feedback – HS, JM and RK

- Agreed with everything RK noted
- This is the first time being aware of the funding and noted most of the funding will be spent on services; we need to consider how to best utilise the remainder
- Clarification required on funding moving forward
- 1b – positive break out session going forward allowing everyone to play a part in the meeting
- 1c – Require more members from different representation groups especially Group C, noted recruitment is a big issue
- Fantastic induction pack which is unfortunately not in practice yet
- It would be good to have face to face meetings at different locations including schools and places of worship.

On the challenge of recruiting more Group C members, JDC suggested removing the specific criteria of the constitution for Group C, to enable recruitment of suitable individuals from all parts of education.

ACTION: Group C representation to be discussed at the next meeting, add as an agenda item.

IsHJ suggested for a meeting for teachers and SACRE members to link together in a face-to-face catchup. It was agreed to aim to hold such a meeting before the autumn half term in September/October. **ACTION: JDC/DM to liaise on planning a meeting for teachers and SACRE members.**

9. IDENTIFY KEY ISSUES FOR THE 2022-23 ANNUAL WORK PROGRAMME

It was noted that the work programme ideas emerging from the self-evaluation would be discussed at the July SACRE meeting.

ACTION: Prior to the next meeting ALL Members to forward ideas for the 2022-23 Annual work Programme on GovernorHub for chat or to email ideas to be shared.

Jamal Mannan and Is'Haaq Jasat left the meeting at 29:30pm.

10. ARRANGEMENTS FOR THE PRODUCTION OF THE ANNUAL REPORT 2021-22

RK confirmed CW has this in hand.

ACTION: JDC to assist CW with 2021-22 Annual Report.

ACTION: Contribution welcome from on ALL Members on 2021-22 Annual Report, please contact CW via email or GovernorHub

11. SCHOOLS SURVEY

RK reminded Members that a school survey was circulated last year and unfortunately received no replies. It is not known if this was due to the structure and design of the survey form.

The survey has been simplified and redrafted, focusing on networking support they would like..

GK offered to circulate the survey on behalf of SACRE.

ACTION: Draft questionnaire to go on GovernorHub for comment. [Post-meeting note: questionnaire can be accessed via GovernorHub document <https://app.governorhub.com/document/62a0f444fa70866e1430d509/view>]

ACTION: JDC to liaise with DM and GK about the structure and how to best circulate to school RE Leads.

12. OFSTED REPORTS

RK noted that CW had submitted a paper for this meeting, summarising schools which in the current academic year had an Ofsted inspection, including two where Ofsted undertook a deep dive in teaching RE. Comments made by Ofsted are included in this document.

RK fed back from CW that he had discussed this with one of the schools concerned and was satisfied that they were addressing the issues. He had not had a response from the other. JDC noted that the report revealed that

some primary schools are not using updated resources; she has invited them to network meetings, and offered support and help.

ACTION: JDC to liaise with CW to discuss way forward regarding outcome of Ofsted on RE.

Adewale Akano left the meeting at 19:40pm

RY offered help and support as Governor at Leytonstone School, if required, as that is one of the schools identified by Ofsted.

13. FEEDBACK FROM NASACRE ANNUAL CONFERENCE

RK gave oral feedback on her attendance at the Annual NASACRE conference which was also attended by CW and RE.

RK confirmed she would be uploading her notes on to GovernorHub and that details can be found on the NASACRE website. [Postmeeting note: this document has been added to the 'SACRE Conference' folder on GovernorHub: <https://app.governorhub.com/document/62a0f29022754e28bd6350d2/view>]

RK highlighted the following from the conference:

- The Religious Education Council's proposals on changing RE curriculums to incorporate a 'worldviews' perspective, and on promoting a national 'statement of entitlement to a high quality education in Religion and Worldviews';
- The NASACRE 'Still Standing' report on pilot projects aimed at improving the make-up of SACREs and their work within local communities and schools;
- The RE Today Infrastructure Project aimed at developing an infrastructure of regional support to RE;
- Ongoing Ofsted work developing a 'subject report' for RE (a research review was published a year ago, which forms the foundation for that);

The enormous variety of work going on in some other SACREs, demonstrating new ways of working, which can be seen through trawling through SACRE annual reports (NASACRE will be publishing an analysis of these shortly)

RK advised that many of these reports may be coming to SACRE to read for more discussion on the above as part of our future work programme.

RK highlighted more webinars will be available and that each Local Authority is allowed 2 members to attend at a time, if someone is unable to attend anyone else can on their behalf to use full opportunity offered.

14. ANY OTHER BUSINESS

GK informed members of a new Headship appointment commencing from September 2022 at Holy Family School, advising this is the only Secondary Christian school in the Borough. GK suggested CW write on behalf of SACRE to welcome the new Head Teacher in the Borough.

ACTION: CW to write a welcome note on behalf of SACRE to the newly-appointed Head Teacher at Holy Family School.

15. DATE AND AGENDA ITEMS FOR THE NEXT MEETING

It was acknowledged the next meeting is Wednesday 6 July 2022. Members were encouraged to add 2022/23 dates into their diaries.

RK thanked everyone for attending.

The meeting closed at 19:50.

2021/2022 Meeting schedule

| | | | |
|------------------|--------|----------|--|
| Wednesday 6 July | 6.00pm | Room TBC | Safeguarding in Settings – WP Report Draft Annual report approval Annual work programme ADMin: Welcome packs Review of link members for groups Group C representation |
|------------------|--------|----------|--|