

**MINUTES OF THE MEETING OF THE  
LONDON BOROUGH OF WALTHAM FOREST  
STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION (SACRE)  
HELD ON 22 NOVEMBER 2017 AT 7 PM  
AT WALTHAM FOREST TOWN HALL**

**Please also refer to Confidential Minutes and Actions on separate sheet.**

Present:

Ted Cooke (TC)	Chair	Member Group B
Keith Pilling (KP)		Member Group A
Mike Stygal (MS)		Member Group A
Jeannette Waller (JW)		Member Group B
Peter Dawe (PD)		Member Group C
Hilda Jackson (HJ)		Member Group C
Ruth Kaufman (RK)		Member Group D
Darra McFadyen (DMcF)		LBWF School Effectiveness Advisor Group D
David Rees (DR)		Clerk to the SACRE:

**Summary of agreements and actions:**

<b>Minute reference</b>	<b>Formal agreements and/or actions identified</b>	<b>Named person(s) for action(s) identified</b>	<b>Completion date</b>
2.2.1	Approaches to be made to possible speakers about youth involvement at SACRE meeting.	Chair	Immediate
3.2.2	Membership; contact RC Diocese of Brentwood about the appointment of RC representative.	Chair	24 Jan. meeting
3.2.4	Membership; speak to the current Sikh representative to ascertain if he wishes to continue	Chair	24 Jan. meeting
3.3.1	Membership; contact teachers who attended AGM as possible SACRE members.	Governor Services	24 Jan. meeting
3.3.2	Membership; contact Wendy Smith	Chair	24 Jan. meeting
4.2.1	Annual Report: Update R.E. figures.	DMcF	24 Jan. meeting
4.2.2	Annual Report: Review and re-brand Advice for Schools.	DMcF	24 Jan. meeting
4.2.3	Annual Report: Add explanation of abbreviations and acronyms.	DMcF	24 Jan. meeting
5	Agreed Syllabus Conference; set up working party; invite teachers; inform Cabinet Lead member.	DMcF	Immediate
6.1	Respond to CORE interim report.	Chair	Before 4 Dec.
6.3	To Note: SACRE supports LBWF's decision to adopt Holocaust Memorial Day.		28 January

## 1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 The Chair welcomed all those present to the meeting.
- 1.2 Introductions were made.
- 1.2 Apologies for absence were received and accepted from PC Steven MacDonald, Douglas Williams, Rev. Femi Cole-Njie, Fr Neil Walsh, Cllr Shammeen Highfield, David Kilgallon, Cllr Richard Sweden.
- 1.3 The meeting congratulated the Clerk on the quality of recent minutes.
- 1.4 The meeting was quorate there being a member from each of the four representative groups present.

## 2. MINUTES

- 2.1 Accuracy
  - 2.1.1 Keith Pilling should be abbreviated to KP not KL.
  - 2.1.2 The second occurrence of Cllr Douglas has been mis-spelt.
  - 2.1.3 Hilda Jackson was not present at 28 June meeting and forgot to send apologies.
  - 2.1.4 With these amendments Governors received the minutes of the SACRE meeting held on 17 May 2017 and agreed these to be an accurate record of the meeting. The Chair signed a copy of the minutes and these were retained by the Clerk.
- 2.2 Matters Arising
  - 2.2.1 MS reported that the Newham adviser is reluctant to talk to WF SACRE; other contacts to be established.

**ACTION Chair**

## 3. SACRE MEMBERSHIP VACANCIES

- 3.1 The current situation is set out on the last sheet of the Annual Report.
- 3.2 Group A
  - 3.2.1 One representative from the Muslim community has been nominated; two more are needed. **See confidential minutes.**
  - 3.2.2 Chair continues to pursue the RC diocese for a representative.
  - 3.2.3 The meeting approved further efforts to get a representative of the Romanian Orthodox community. This person can be co-opted until the next AGM if necessary.
  - 3.2.4 Sikhism; the present representative to be asked if he wishes to continue.
- 3.3 Group C.
  - 3.3.1 None of the teachers who attended the AGM were present.  
**ACTION: Governor Service to contact all those who left their details after the AGM.**
  - 3.3.2 Chair will speak to Wendy Smith to ask if she will join SACRE.

**ACTION: Chair, Governor Services**

## 4. DRAFT ANNUAL REPORT

- 4.1 The meeting noted that R.E. standards in WF are above national average.
  - 4.2.1 DMcF will update the figures for the final report and add a final paragraph.
  - 4.2.2 All advisory documents to schools to be reviewed and updated, and re-branded to reflect Waltham Forest identity.
  - 4.2.3 Report to contain an explanation of abbreviations and acronyms.
- 4.3 The final version of the Annual Report will be considered at the next meeting.

**ACTION DMcF**

## 5. Agreed Syllabus Conference

- 5.1 Membership of working party: Teachers who attended the AGM to be invited take part in the working party. RK and MS volunteered to take part.
- 5.2 Scope of work: To consider the current agreed syllabus and what needs to be changed; to compare with current best-practice syllabuses used elsewhere.
- 5.3 Timeframe: The aim is to complete the work by the end of Summer term 2018.
- 5.4 RK referred to the wording "religious and non-religious world views" - wording not yet accepted by government.

5.5 SACRE will proceed with arrangements and keep Cabinet Lead Grace Williams fully informed of discussions and actions.

**ACTION: DMcF**

**6 Any Other Business**

6.1 Chair reported that the Commission on Religious Education (CORE) has published its interim report. SACRE should respond by 4 December deadline. Chair will respond on behalf of SACRE.

**ACTION: Chair**

6.2 Chair reported that WF will adopt Holocaust Memorial Day, which falls in 2018 on Sunday 28 January. At 2pm a ceremony lasting 15-minutes will take place in front of the Town Hall, followed by an assembly in the Council Chamber. These events are free but attendance will be monitored via tickets, available on the WF website. In 2019 Holocaust Memorial Day falls on a Monday, which provides the chance to involve schools.

6.3 SACRE expressed its support for WF's decision to adopt Holocaust Memorial Day.

6.4 SACRE congratulated PD on his 70<sup>th</sup> birthday.

**7 Next Meeting**

7.1 24 January 2018 at 7pm at WF Town Hall.

7.2 Agenda Items

- To examine and make recommendations on the collective act of worship.
- Youth Engagement.
- Agree Annual Report.
- Date of next Annual General meeting

The meeting closed at 8.30pm

Chair: ..... (print)

..... (sign)

Date: .....

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