

**MINUTES OF THE MEETING OF THE  
LONDON BOROUGH OF WALTHAM FOREST STANDING ADVISORY COUNCIL ON  
RELIGIOUS EDUCATION (SACRE)  
HELD ON WEDNESDAY 2 OCTOBER 2019 @ 5.30PM  
AT WALTHAM FOREST TOWN HALL**

Present: Mr Ted Cooke (TC) Member Group B (Chair)

Mr Keith Pilling (KP) Member Group A

Mr Mike Stygal (MS) Member Group A

Ms Tara Khare (TK) Member Group A (from 6pm)

Mr Colin Whitehead (CW) Member Group C

Ms Ruth Kaufman (RF) Member Group D

Mr David Kilgannon (DK) Member Group D (from 6.20pm)

Cllr Zia-Ur Rehman (ZR) Member Group D

PC Adewale Akano (AA) Co-opted member

Ms Darra McFadyen (DMc) Observer

Clerk to the Governors: Gill Hand

Also present: Ms Claire Clinton, Newham SACRE (presenter)

**Summary of agreements and actions:**

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
1.3	To forward range of AS units to Donna Miller for circulation to members	CC/DM	1 week
1.3	To draft specific withdrawal question to be send to headteachers direct to support future monitoring	DM	Next mtg
1.3	To develop AS timeline and costings for circulation to members prior to ASC	DMc	30.10.19
1.3	To ensure that there was a range of information available for consideration at the ASC – Newham, RE Today	DMc/DM	30.10.19
2.2	To send Pecuniary Interest Forms to all outstanding members for completion and return to Governor Services	DM	2 weeks
3.1	To note appointment of Mr Ted Cooke as Chair of SACRE for academic year 2019/20	Governor Services	1 week
3.2	To note appointment of Mr Mike Stygal as Vice Chair of SACRE for academic year 2019/20	Governor Services	1 week
4.2.1	To discuss with the local Synod (Cof E group) Group B membership	TC	??
4.2.2	To circulate Hub log in details to members	DM	2 weeks

4.2.3	To forward any comments on draft Annual Report to DMc	All	06.11.19
4.2.4	To forward any comments on draft SACRE plan to DMc	All	06.11.19
5.1	To contact KP for Fatima Kasmi, potential SACRE members, contact details	DM	Next mtg
5.1	To contact DMc for Moira Bishop, potential SACRE members, contact details	DM	Next mtg
5.1	To contact Peter Dawe, potential SACRE member, to discuss SACRE membership	TC	Next mtg
7.1	To forward SACRE Determinations Policy & Procedures to headteachers advising under review and requesting comments by an agreed date	DM/DMc	Next mtg
7.1	SACRE Determinations Policy & Procedures to be agenda item for next meeting	DM/DMc	Next mtg
9.1	To organise meeting with Jo Bell to review 2018/19 data for accuracy prior to inclusion in report	DM/DMc	Next mtg
9.1	Annual Report update to be agenda item for next meeting	DM/DMc	Next mtg
10.1	Draft SACRE plan update to be agenda item for next meeting	DM/DMc	Next mtg
10.1	To organise focussed self-evaluation of SACRE plan meeting	DM/DMc	Next mtg
11.1	To contact TK direct for details of the Interfaith Dinner on 3.11.19	All	3.11.19
12.1	<b>Date of next meeting:</b> <i><u>Agreed Syllabus Conference</u></i> <i>Wednesday 30 October 2019 @ 5.30pm at the Town Hall</i> <b><u>SACRE</u></b> <i>Wednesday 27 November 2019 @ 5.30pm at the Town Hall</i>	All /GS	Immediate
11.2	<b><u>Agenda Items:</u></b> SACRE Determinations Policy & Procedures Annual Report update Draft SACRE plan update	DM/TC/DMc	

## 1. WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

- 1.1 The clerk welcomed all those present to the meeting and general introductions were made.
- 1.2 Members agreed to the clerk's proposal to amend the agenda running order to allow a presentation to be made.

1.3 Presentation by Claire Clinton (CC), Newham SACRE

DM introduced CC from Newham SACRE who provided an overview of the previously circulated Newham Agreed Syllabus (AS) for members information. This included reference to:

- Schemes of work
- Lesson plans
- Six significant questions
- Age appropriate materials
- Age range of Newham AS – Early Years to 18
- Newham AS philosophical approach to RE teaching
- Investment to ensure resource development
- Investment to ensure solid foundation in place to support teacher confidence in delivering RE
- Liaison with Southwark and adaptation of Newham AS to meet their needs
- Teaching training offered to support AS delivery and successful scheme of work delivery
- Current discussion with Barking & Dagenham re potential of delivering Newham AS in that LA

Following the presentation, members asked the following questions:

Q – Does the AS document only have one key point in each question as this could lead to a very narrow curriculum?

A – No. It is much more detailed than having one key point as there are six key questions that students must complete

Q – Why is it that there the above detailed information is not included in the actual AS rather than as an annex?

A – Newham made the decision to provide a range of information to settings but not to be so over prescriptive as to prevent already confident teachers delivering RE affectively

Q – Within the AS, it is not clear what is statutory and what is non-statutory?

A – Everything is statutory in the document. In KS2, there is an option to amend certain sections but to do so, the schools must liaise with the SACRE and obtain permission to do so . This further supports the SACRE view that we didn't want the AS to be over prescriptive

Q – Would it possible to amend the AS to allow better signposting to statutory/non-statutory if required?

A – Potentially but all the AS is statutory but accept signposting could be better within the document to clarify content in some areas

Q – Has SEND been considered in the development of the AS?

A – Yes and there was much planning and consultation with SEND leaders to inform the final document

Q – How does the ladder concept of the AS fit into the age related requirement in schools?

A – We have amended the documents now to show the terminology emerging, exceeding and expected per key stage and to date the concept has worked seamlessly in Newham schools

Q – What is the main difference between RE today and the Newham AS?

A – RE today is a more thematic approach whereas Newham AS combines both themes and religions within units

Q – Have any views been expressed in Newham by religious groups re disaffection with the AS or do they accept it is reasonable?

A – Overall we found that the AS was well received. Only 17 children were withdrawn from RE out of a cohort of 61 thousand since the introduction of the new AS which is a reduction from around 2 thousand previously. Newham has a successful SACRE and there was a nature of compromise across faiths to support the agreement of the AS content. In addition, we checked the information to be included with national groups to check accuracy and appropriateness and this further supported the success of the document

Q – Does the primary and secondary AS work in a similar way?

A – KS3 is more specific than KS1 & 2 as there is clear statutory guidance in this area. Also, at secondary stage, there is usually more teacher expertise than in primary and this supports expected standards to be showcased. We have noted there has been an increase in children opting for GCSE RE since the AS was launched

Q – How does Southwark access the AS, resources and planning information?

A – Via investment in a one drive system

Q – Is there a cost for academies to buy into the AS?

A – It depends on the LA. In Newham, we made the decision to charge academies a flat rate of £500 for 5 years which provided them 1-2 days training and permission to use the AS via a provided USB. All Newham academies bought into this offer

Q – Where is Newham currently in the review cycle for the AS?

A – We start reviewing it in January 2020 with a view to having it updated and all staff trained for a September 2021 launch

Q - What is the intention of the review – rewrite it or add further units?

A – To revisit the non-statutory planning areas with a view to improve them, to consider current research such as RE Searchers, to update pedagogy and to consider recent publications such as the Big Question. It's about reviewing what's working well and to identify any areas that may benefit from improvement or additional information

Q – If LBWF buy into the Newham AS, once it is updated, will we have access to CC?

A – Yes. As part of the SLA we will have an agreement in place to address a range of areas such as training and casual guidance

Q – Would it be possible for us to view a range of Newham AS units?

A -Yes. I can arrange for these to be circulated for information

Members thanked CC for her informative presentation.

**ACTION: To forward range of AS units to Donna Miller for circulation to members**

*CC left the meeting at 18.30pm*

Members discussed the information shared by CC and there was consensus that if the decision was made to commission Newham AS, it would support the improvement if teaching of RE in LBWF.

It was agreed that prior to discussions at the next ASC, where a recommendation would be made to present to SACRE, it was important that costing information was made available to inform final decisions.

Members raised the following questions of DMc:

Q – What is the LBWF timescale to get the AS completed?

A – The aim is summer 2020

Q – Are we aware of any withdrawals from RE lessons and how is this recorded?

A – Schools are aware that they need to advise SACRE if there are withdrawals but there is currently no formal process in place to do this – currently schools are aware, that if withdrawal is requested, they can contact SACRE to seek advice.

Q – Is there a requirement for schools to report withdrawal?

A – No

Q – In future years, is there potential for withdrawals to be monitored in schools?

A – Yes

**ACTION: To draft specific withdrawal question to be send to headteachers direct to support future monitoring**

**ACTION: To develop AS timeline and costings for circulation to members prior to ASC**

**ACTION: To ensure that there was a range of information available for consideration at the ASC – Newham, RE Today**

- 1.4 Apologies were received and accepted form Ms Heather Soars who was unable to attend due to a school open evening.
- 1.5 The Clerk confirmed that the meeting was quorate as there was one member present from each SACRE group. It was noted that there were nine members in attendance in total.
- 1.6 No notice was of any other business additional business at this point in the meeting.

## **2. DECLARATIONS OF INTEREST**

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

### **2.2 Pecuniary Interest Forms**

TK, DMc, KP, RK, TC, MS and CW completed and returned their annual pecuniary interest forms to the clerk for filing.

**ACTION: To send Pecuniary Interest Forms to all outstanding members for completion and return to Governor Services**

## **3. APPOINTMENT OF OFFICERS**

3.1 Election of Chair for the academic year 2019/2020

The Clerk welcomed nominations for the position of Chair of SACRE. MS proposed that TC be elected as Chair for the 2019/2020 academic year, this was seconded by TK. With no other nominations and no objections TC was duly elected as Chair.

**ACTION: To note appointment of Mr Ted Cooke as Chair of SACRE for academic year 2019/20**

3.2 Election of Vice-Chair for the academic year 2019/2020

The Clerk welcomed nominations for the position of Vice Chair of SACRE. TC proposed that MS be elected as Vice for the 2019/2020 academic year, this was seconded by TK. With no other nominations and no objections MS was duly elected as Vice Chair.

**ACTION: To note appointment of Mr Mike Stygal as Vice Chair of SACRE for academic year 2019/20**

*The newly elected Chair took over proceedings from the clerk at this point of the meeting.*

**4. MINUTES OF PREVIOUS MEETINGS**

4.1 Minutes of 10 July 2019

Members received the revised minutes of the meeting held on 10 July 2019 and, subject to minor amendment, agreed these to be an accurate record of the meeting. The Chair signed a copy of these minutes and they were retained by the clerk for filing.

4.2 Matters arising

It was noted that unless referenced below, the actions from the previous meeting had been completed.

4.2.1 Minute 4.2.2 – Hub membership

**ACTION: To circulate Hub log in details to members**

4.2.2 Minute 5.1 – Synod Discussion re Group B membership

TC advised that there had been no recent Deanery meeting, so it had not been able to address the above yet. It was noted that a meeting was due to be held soon.

**ACTION: To discuss with the local Synod (Cof E group) Group B membership**

4.2.3 Minute 8 – Annual Report Comments

DMc advised that she had received comments from RK and would respond to these shortly.

**ACTION: To forward any comments on draft Annual Report to DMc**

4.2.4 Minute 9 – Draft SACRE Plan 2019/20

DMc advised that she had received comments from RK and would respond to these shortly.

**ACTION: To forward any comments on draft SACRE Plan to DMc**

**5. SACRE MEMBERSHIP**

5.1 TC advised that this was an area that continued to be regularly reviewed by TC/DMc/DM and members were actively being sought as required.

DMc advised that she had received contact from Moira Bishop regarding being considered as a SACRE member.

KP advised that he had received contact from Fatima Kasmi, Sunni Muslim community, regarding being considered as a SACRE member. It was noted that KP had provided Donna Miller's contact details for Ms Kasmi to make contact.

TC advised that he had received contact from Peter Dawe, Free Church community, regarding being considered as a SACRE member.

**ACTION: To contact KP for Fatima Kasmi, potential SACRE member, contact details**

**ACTION: To contact DMc for Moira Bishop, potential SACRE member, contact details**

**ACTION: To contact Peter Dawe, potential SACRE member, to discuss SACRE membership**

Discussions were held on the current lack of Group C members and the actions that had been taken to date to advertise these positions.

**ACTION: To request that SACRE membership be an agenda item for the next Primary & Secondary Heads mtg**

**ACTION: To contact Fern re including SACRE Group C membership item in Hub newsletter**

## **6. UPDATE OF REVIEW OF AGREED SYLLABUS CONFERENCE (ASC)**

- 6.1 DMc updated members that the ASC had been organised for Monday 3 June 2019 at 5.30pm at Waltham Forest Town Hall Room 2.

It was noted that at the above meeting consideration would be given to the criteria outlined in the ASC checklist especially regarding the Assessment section.

DMc advised that following on from the above conference, the ASC would be sent out to schools for consultation prior to final approval at SACRE.

**ACTION: To recirculate ASC criteria for information**

## **7. SACRE DETERMINATIONS POLICY & PROCEDURES (SEPTEMBER 2019)**

- 7.1 Tc provided an overview of the above document which had been pre circulated for information.

Members agreed that it would be beneficial for the document to be sent to headteachers advising them that it was currently under review and requesting feedback by a set date.

**ACTION: To forward SACRE Determinations Policy & Procedures to headteachers advising under review and requesting comments by an agreed date**

**ACTION: SACRE Determinations Policy & Procedures to be agenda item for next meeting**

## **8. AGREEMENT OF DATE OF ASC**

- 8.1 To note that date has been confirmed as Wednesday 30 October 2019 @ 5.30pm at the Town Hall.

## **9. ANNUAL REPORT 2018/19**

- 9.1 Discussions were held on the range of RE GCSE entries across schools in LBWF, short courses, reasons for trend changes, progress made, and results obtained. It was agreed that it was essential to ensure that all data was reviewed for accuracy prior to inclusion in the final report.

Q – Should the report not show specific schools named?

A – Previously we have always made schools anonymous but there is no reason why this cannot be changed as accepted it is information in the public domain

**ACTION: Annual Report update to be agenda item for next meeting prior to inclusion**

**ACTION: To organise meeting with Jo Bell to review 2018/19 data for accuracy prior to inclusion in report**

**10. SACRE PLAN 2019/20**

10.1 Following discussion it was agreed that it would be beneficial for a focussed meeting to be organised to self-evaluate the draft SACRE Plan

**ACTION: To organise focussed self-evaluation of SACRE plan meeting**

**11. ANY OTHER BUSINESS**

11.1 TK updated members of the Interfaith Dinner to be held on 3 November 2019.

**ACTION: To contact TK direct for details of the Interfaith Dinner on 3.11.19**

**12. DATE AND AGENDA ITEMS FOR THE NEXT MEETING**

11.1 Date of next meetings

<b>Autumn 2019</b>			
Wednesday 27 November	5.30pm	WF Town Hall – Room 3	
<b>Spring 2020</b>			
Wednesday 29 January	5.30pm	WF Town Hall – Room 3	
Wednesday 25 March	5.30pm	WF Town Hall – Room 3	
<b>Summer 2020</b>			
Wednesday 29 April	5.30pm	WF Town Hall – Room 3	

12.2 Agenda items:

SACRE Determinations Policy & Procedures

Annual Report update

Draft SACRE plan update

The meeting closed at 7.30

Chair: (print) .....

..... (Sign)

Date: .....

Chair's Initials:
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Chair's Initials: