

**MINUTES OF THE MEETING OF THE LONDON BOROUGH OF WALTHAM
FOREST STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION
(SACRE)
HELD AT WALTHAM FOREST TOWN HALL
ON THURSDAY 17 NOVEMBER 2016 AT 5.15PM**

Present: Members
Ted Cooke – Chair
Tara Khare
Keith Pilling
Mike Stygal
Hilda Jackson
Cllr Paul Braham
Father Neil Walsh
Reverend Femi Cole-Njie
Steven MacDonald
Rosalind Turner, Director of Learning
Darra McFadyen, School Effectiveness Adviser

Also in attendance: Connie Grant, Clerk

1. **Welcome, Introductions and Apologies for Absence**
 - 1.1. The Chair thanked members who were present and welcomed Rosalind Turner to the meeting.
 - 1.2. All present introduced themselves and the Group were informed that a permanent Director of Learning appointment has been made. His name is David Kilgallon.
 - 1.3. The meeting was quorate.
 - 1.4. Apologies were received from Councillors Shameem Highfield and Richard Sweden; and from Ruth Kaufman and Peter Dawe.
 - 1.5. Attendance sheet to be amended as follows; '**Reverend**' Femi Cole-Njie and Steven '**MacDonald**'.

2. **Minutes of the meeting held on the 18th October 2016**
 - 2.1. The minutes were agreed with the following amendments;
 - a) Apologies were received but not noted at the July meeting from Rosalind Turner, Father Neil Walsh and Councillor Braham.
 - b) Page 1 – under Present. **Ruth** was spelt incorrectly as Ruith.
 - c) 2.1. – A new set of minutes had **not** been submitted to members incorporating amendments.
Action: The Chair will take this issue up with Governor Services.
 - d) 3.1. – The '**T**' in The was in lower case at the beginning of the paragraph.
 - e) Add 3.2. and start the third sentence as follows: The Chair said he had some reservations as SACRE had previously applied for a grant for

Youth ‘Ambassadors some years which was funded by a non-Council but it was then agreed to be handed back’.

- f) 5.1. – Amendment to Action paragraph as follows: “SACRE agreed that **at the next opportunity RE subject leaders of secondary schools should be asked to advise of the most appropriate** way to structure KS3/4/5 syllabus. This will allow SACRE to give more schools flexibility in order to undertake more creative work”. In addition, for consistency this paragraph should have been in ‘bold’ letters.
- g) 6.3. Leave of Absence Policy for Schools – The first sentence should read “**it was queried whether this item should be on the agenda and whether it falls within the remit of SACRE**”.

3. **Matters Arising**

3.1. Finance issues around Youth Ambassadors

This issue was already discussed above.

Action: Once the new Director of Learning is in post the Chair will discuss issues relating to budgets and charity funding.

3.2. KS3/4/5 Syllabus: Progress

The Chair informed all that KS1 & 2 had been restructured in the summer the previous non statutory guidance from the earlier syllabus retained, as it contained much useful lesson planning material for inexperienced RE teachers. Work need to be started on the secondary syllabus/curriculum (KS3, 4 & 5) with a view to looking at what was useful, helpful and practical for schools.

Action: The Chair will discuss issues relating to KS3/4/5 with Darra before the preparation of a plan.

3.3. Guidance to Schools on Religious Holidays Update

The Chair reported that this issue arose because a primary chair of governors wrote to the Local Authority raising the issue of absences due to religious holidays. It was noted that SACRE had prepared guidance for this issue some years ago at the time the Local Authority had decided to stop setting faith holidays in the school year calendar; and that it had been accepted by the local authority. This had been shared with schools at the time. It was recommended by SACRE that the guidance document be re-circulated by the LA and that schools be reminded tht they should consult with parents, SACRE and the Local Authority on this if they wished to implement faith holidays in their school holiday programme.

Action: To re-circulate the guidance on religious holidays to Chairs of Governors and Headteachers.

4. **Introduction of Darra McFadyen, School Effectiveness Advisor**

- 4.1. The Chair welcomed Darra MacFadyen to the meeting. He said that SACRE was looking forward to working with her to improve and develop the RE syllabus/curriculum in schools.

5. Review of Membership (paper attached)

5.1. The membership was circulated as part of the agenda papers. The membership was reviewed with the following amendments made:

Co-opted Members

- SACRE with 3 on the composition and only one person appointed, PC Steven MacDonald, who reported that there was a possibility of recruiting two more co-opted members from the Shia community.

Action: Steven MacDonald will update all on progress before the next meeting.

Group A

- 13 in composition with 5 vacancies
- Keith **Pilling**'s name need to be spelt correctly with two 'I's

Group B

- 4 on composition with 2 vacancies
- The Chair reported that he had communicated with the Diocese of Chelmsford with two options and the preferred option was that one of the Education Advisers be nominated and someone from Waltham Forest.

Group C

- 12 on composition with 8 vacancies
- The Chair highlighted the need to look at building up the composition of teachers.
- Emma Gershon was nominated by the Board of Deputies but has appeared in the Teacher's group (she is a teacher at Walthamstow Academy) rather than in Group A.
Action: The Chair will contact Emma Gershon to enquire whether she wished to remain in Group A as the Jewish representative or be in Group C as a teacher representative. If the latter, then SACRE should contact the Board of Deputies to request a replacement.
- Sula Graham no longer works at Walthamstow Academy and should be removed from the list.
- Peter Dawe as Governors' representative, should be placed in Group C as agreed by SACRE.

Group D

- 7 on composition with 2 vacancies
- The following people to be added as direct link to the Local Authority;
 - Darra McFadyen , School Effectiveness Advisor
 - David Kilgallon, Director of Learning

Action: Updated list to be circulated with minutes.

A standing invitation to be sent to the Lead Portfolio holder, Councillor Grace Williams to attend SACRE meetings.

- 5.2. Constitution for SACRE – this had not been formally adopted and need to be signed off by Councillor Grace Williams.

Action: The Chair will e-mail Rosalind Turner about this.

6. Appointment of New Members

- 6.1. SACRE formally agreed the appointment of Emma Lloyd, RE Co-ordinator Teacher as a member representative of SACRE.

7. Annual Work Plan

- 7.1. The Annual Work Plan to be deferred to the January meeting. It will need to include proposals for the Agreed Syllabus Conference and plan of work to fit in with the SACRE cycle of business.

Action: The Chair will discuss the KS3,4,5 Agreed Syllabus Conference with Darra McFadyen.

8. Any Other Business

- 8.1. Interfaith week – Keith Pilling reported that he noted the large number of schools and Local Education Authorities that got involved in inter-faith week. It took a huge amount of work and responsibility in developing the RE curriculum and it was recognised that the work done in the classroom had quite an impact on the community.

- 8.2. Reverend Femi Cole-Njie reported that a Methodist interfaith even will be taking place on Monday 21st November at Wesley’s Chapel, Old Street. Anyone interested in going should get there for 6.30pm with a 7.00pm start. Reverend Cole-Njie will forward details to the Faith Forum.

- 8.3. It was mentioned that because SACRE and the Faith Forum cover the same piece of work albeit individually, it was suggested that a joint meeting between the two groups take place twice a year.

- 8.4. Hilda Jackson made a plea for faith schools to visit places of worship. She had mentioned this before but this was not being done. It was suggested that places of worship be written to, including churches, mosques etc. It was mentioned that sometime ago a list of places of worship to visit was being put together.

Action: The Chair will progress this issue with Steven MacDonald and Governor Services.

9. Date of the Next Meeting and Agenda Items

Spring Term 2017		
	Time	Venue
Thursday 26 th January 2017	5.15pm	Waltham Forest Town Hall
Thursday 23 rd March 2017	6.00pm	Waltham Forest Town Hall

The meeting closed at 6.30pm.