

**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 26<sup>th</sup> JANUARY 2017 AT 5.15PM**

<b>Present:</b>	Ted Cooke	Chair/Member
	Peter Dawe	Member
	Tara Khare	Member
	Keith Pilling	Member
	Mike Stygal	Member
	Hilda Jackson	Member
	Cllr Paul Braham	Member
	Cllr Shameem Highfield	Member
	Rukhsana Yaqoob	Member
	Ruth Kaufman	Member
	Cllr Richard Sweden	Member
	Connie Grant	Clerk

Also in attendance:

David Kilgallon (Head of School Improvement),  
Darra McFadyen (School Effectiveness Adviser),  
Lynne Troughton (Governor Services – for part of the meeting)  
Charlotte Littlewood (Community Engagement Manager – item 4)

**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.(2.1c)	<b>The Chair to agree all minutes since April 2016 and arrange for them to be published on the website.</b>	Chair	ASAP
2.2.1 (3.1)	<b>Finance around Youth Ambassadors – the Chair to discuss with Head of School Improvement and will follow this up.</b>	Chair	ASAP
2.2.1 (3.2)	<b>KS3/4/5 Syllabus: Progress – the Chair to discuss with Darra McFadyen and will report back.</b>	Chair/Darra	ASAP
2.2.1 (5.2)	<b>Review of Sacre Constitution - The Chair to progress this with Darra McFadyen to ensure the membership is signed off by</b>	Chair/Darra	ASAP

	<b>the appropriate Cabinet Member, Councillor Grace Williams.</b>		
3.2.	<b>Funding for Survey Monkey - The Chair will communicate with Darra McFadyen via e-mail for ideas and seek support from the Head of School Improvement.</b>	Chair/Darra/ David	ASAP
5.	<b>Agreed Syllabus - the Chair to discuss issues with Darra McFadyen and consult with the Head of School Improvement regarding funding. A proposed work plan would be prepared for the next meeting which will include agreement on budget and objectives for a start in the new financial year (Summer Term). Discussion will also look at whether to continue with revisions for KS3 for Islam. Creativity was required in KS3, 4 &amp; 5.</b>	Chair/Darra/David	Before 22 <sup>nd</sup> March 2017 meeting
6.1	<b>SACRE Annual Report - The Chair to discuss with Darra McFadyen statistical information on exam results that is needed. Also the resources to produce the report. This information needs to be published every 12 months.</b>	Chair/Darra	ASAP
7.1	<b>SACRE Membership Group A - The Chair to endeavour to contact religious groups with vacancies to try and fill these vacancies.</b>	Chair	ASAP
	<b>Group B - The Chair has asked the Board of Education in Chelmsford to nominate two CofE reps and they have replied asking him to make recommendations in partnership with the Area Dean.</b>  <b>Group C - Richard Sweden had a lead at Holy Family and would follow this up. The Chair will contact Mogany to ask if she wanted to re-join as a member. If anyone had any suggestions for teachers becoming a member of SACRE they should let the Chair know.</b>	Chair  Richard/Chair/All	ASAP  ASAP
8.4	<b>Guidance on bereavement for schools -Darra to check that all schools have this documentation. In addition the faith and values document needs revisiting.</b>	Darra	ASAP

9.1	<b>SACRE agreed for its meetings to be held principally on Wednesdays starting from the Summer Term. Governor Services to progress rescheduling of meeting</b>	Governor Services	ASAP
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1. **Welcome, Introductions and Apologies for Absence**

- 1.1. The Chair thanked members who were present and welcomed David Kilgallon, Lynne Troughton and Charlotte Littlewood to the meeting.
- 1.2. All present did a round table introduction.
- 1.3. The meeting was quorate.
- 1.4. Apologies were received from Councillor Grace Williams, Reverend Femi Cole-Njie, Tarsem Bhogal, Steve McDonald, Fr Neil Walsh and Emma Lloyd.

2. **Minutes of previous meeting held on the 17<sup>th</sup> November 2016**

- 2.1. The minutes were agreed.

2.2 **Matters Arising**

- 2.2.1 2.1c) – It was also raised that the last set of minutes published on the website was April 2016.

**Action: With the agreement of SACRE members the Chair will agree all minutes since April 2016 and arrange for them to be published on the website.**

**3.1. Action: Finance around Youth Ambassadors – the Chair has not discussed this with the Head of School Improvement and will follow this up.**

**3.2. Action: KS3/4/5 Syllabus: Progress – the Chair has not discussed with Darra McFadyen and will follow up.**

3.3. Guidance to Schools on Religious Holidays Update – the Chair informed all that this issue was raised as a result of a letter from a Chair of Governors to the Local Authority whose school had suffered absences due to Eid. It was clear the school were not aware that there is an agreed process by which if they consider it advisable that school governors can consult with parents to use occasional holiday or INSET days to cover Eid holidays.

5.2. Review of SACRE membership – The Chair had followed this up with the former Head of School Improvement who thought it was completed.

**Action: The Chair will progress this in conjunction with Darra McFadyen to ensure the constitution is signed off by the appropriate Cabinet Member, Councillor Grace Williams.**

8. Interfaith week – this went really well with a number of events taking place during the week. The Chair and Mike Stygal had sat on the same table during the Islamic interfaith Meal held at the Epicentre and won the table prize in the religious knowledge quiz.. Overall the week was very successful.

### 3. Status of guidance in the introduction to the Agreed Syllabus of Summer 2016

3.1. The Statutory Guidance Document on the agreed syllabus (up to the end of KS2) had been welcomed by schools. The old non Statutory Guidance documentation had been left in place to help schools in ways in which they could structure lessons to cover the content and it was confirmed that some schools are currently using the document. Feedback from schools was that they found the new syllabus extremely useful and some had requested if they could use the old NSG alongside the new agreed syllabus, it was pointed out that that had been SACRE's intention. The Chair further reported that any new documentation related to the agreed syllabus that school had developed and wished to share would be welcomed as it could only enhance the agreed syllabus if we added the material to the NSG.

3.2. It was queried whether there was any way that SACRE members could get feedback from schools. The Head of School Improvement said he would look into funding and plans to establish whether some funding could be put into commissioning of 'Survey Monkey' for this.

**Action: The Chair would communicate with Darra McFadyen via e-mail and then to share ideas and discuss these with the Head of School Improvement.**

### 4. Engaging the local community "Prevent"

4.1. Charlotte Littlewood introduced herself and explained her role as the Community Engagement Manager for Prevent. The role included engaging institutions and community groups (excluding schools) to see how the issue can be tackled. The team commission projects directed by central government for education related issues and ensure there is awareness around risk, propaganda, extremism etc. Information sharing with agencies like the police has been increased and parents were beginning to take steps to safeguard children by making them aware of the risks. In future schools could be asked to invite parents to discuss these issues. Charlotte requested any comments/suggestions from SACRE members which she was happy to take on board and asked SACRE to think about this question; *'if you would commission a Prevent programme what would you commission?'*

The following comments/clarifications were noted arising from discussion on this item.

- Community Groups that the Prevent Team dealt with included YMCA, Somalian Community groups, mosques and churches, mainly voluntary and community groups, including youth groups.
- Libraries were being trained and training included topics such as 'what is extremism, radicalisation, how it affects the borough and what can be done about it.
- The suggestion that it should be rolled out to agencies such as fire brigade and social care neighbourhoods.
- That a report will be completed tomorrow which will set out the priorities of the prevent programme and how it can be delivered.
- The suggestion that perhaps it would be best to start with the older people in the community so they understand the programme.
- Clarification was given that parenting skills was part of the programme and it was recognised that adult is also a risk group although youths are more risk averse.
- That sometimes extremism comes from within the home.
- Some young people do not feel connected to their families so they connect with their peers.

- That it was not always the obvious groups that were involved.
- That hate crime was rising across the board and will be fed into the relevant department.
- That people in general were more vulnerable due to social pressures on the increase and suggestion of a reliance programme to focus on the issue.
- That other forms of intolerance should not be overlooked.
- That there is a big increase of fundamentalism within many of our communities. The Prevent Team would keep an eye on this issue.
- That lack of funding in the borough has led to less community initiatives which can add to these issues.
- That there are isolated youths in the borough and the suggestion of having a volunteer scheme in the community where youths could help and this would portray positive things for them as they may be lacking in identity, self-worth and belonging. In response it was noted that the EU had funded a project on identity and belonging but the funding was cut. There is a need to ensure this type of initiative is continued.
- That Police Neighbourhood and Response Teams should be involved. Although it was recognised that they had suffered cuts it was a major area that needs to be strengthened. In response SACRE was informed that the Neighbourhood Police Teams had been identified and will be trained within a couple of weeks. There were more than 10 people in the Teams.
- That about 30% of respondents in Waltham Forest did not have a religion and whether people not aligned to a particular religious group could assist. In response the Prevent Manager said she was aware of a new post of Community Co-ordinator whose role was to stand up against extremism and the post holder could assist with the this issue. In addition, there were activist groups and hubs taking place where these issues could be fed into.
- That the media was not helpful in the way they reported these issues in the news and a strategy was in place to combat the negative aspect of media reporting, however it was difficult to get 'face time' with the relevant people.
- That there was a session on media to try and combat digital radicalisation using electronic apps such as Twitter. An Advisory Group was being set up for anyone who wants to get involved where people can voice their concerns. The Prevent Team are trying to change perceptions in the Borough.
- The suggestion of targeting sports group to make them aware of prevent issues.
- Clarification given that there is an in-depth session as part of the Prevent programme to educate women on the reality for women who got involved in extremism.
- The suggestion that this subject/area could be part of the RE syllabus of the Agreed Syllabus Conference. Clarification given that although some boroughs incorporated this area into their RE sessions, it was not part of the Prevent Team's remit. However this could be brought to the attention of Sean Thompson, a Waltham Forest employee who would have more opinions on this. This subject cannot be embedded in the Cohesion Strategy but could be included in the curriculum. The Prevent Team was presently focussing on the image around prevent and have to be mindful of crossovers.

Charlotte thanked SACRE members for their helpful comments. Charlotte and Sean can be contacted at the following e-mails;

[Charlotte.littlewood@walthamforest.gov.uk](mailto:Charlotte.littlewood@walthamforest.gov.uk)

The Chair thanked Charlotte for attending and providing a briefing on the role of the prevent team.

## **5. Setting up the Agreed Syllabus Conference for KS3, KS4 and KS5**

- 5.1. The Chair had not discussed this with Darra McFadyen and it was agreed to defer this item to the next SACRE meeting on 23<sup>rd</sup> March.

**Action: the Chair will discuss with Darra McFadyen and communicate with the Head of School Improvement regarding funding. A proposed plan would be prepared for the next meeting which will include setting up a work plan to start in the new financial year (Summer Term). Discussion will also look at whether to continue with revisions for KS3 for Islam. Creativity was required in KS3, 4 & 5.**

## **6. SACRE Annual Report**

- 6.1. **Action: The Chair will discuss with Darra McFadyen statistical information on exam results that had been requested. Also the resources to produce the report. This information needs to be published every 12 months.**

## **7. SACRE Membership and filling vacancies**

### Group A

Emma Lloyd has resigned so there are 5 vacancies (including a Roman Catholic representative). The Chair had tried to get a Greek Orthodox rep 2 years ago but it was difficult. It was suggested that Romanian communities were mostly Orthodox and normally met at St. Margaret's Church in Leytonstone. The Chair proposed writing to the Diocese of Brentwood to request a new rep. This leaves vacancies for two Muslim reps, one Jewish rep (letter to Board of Deputies already sent) and one Evangelical Free Church rep. The Chair has spoken to Steven MacDonald who has some recommendations.

**Action: The Chair will contact organisations to try and fill these vacancies.**

### Group B

The Chair has contacted the Diocese of Chelmsford, who suggested that the Chair try to fill the vacancy on their behalf.

**Action: The Chair will try to highlight 2 other Church members and will ask if anyone with education experience was interested in joining SACRE as a member. He will follow this up.**

### Group C

There is a need to try and recruit more teachers.

**Action: Richard Sweden had a lead at Holy Family and would follow this up. The Chair will contact Mogany to ask if she wanted to re-join as a member. If anyone had any suggestions for teachers becoming a member of SACRE they should let the Chair know.**

### Group D

This is fine.

David Kilgallon brought to SACRE's attention that he and Darra McFayden were not members of SACRE and were officers of the Council and therefore should not be listed under Group D.

Action: Governor services to clarify the membership status of Council officers.

## 8. Any Other Business

- 8.1. Chatrooms on social media – Cllr Sweden mentioned a ‘thought for the day’ led by the Buddhist community that **‘they fall out but not violently’** should be taken on board when undertaking revision for KS3, 4 and 5.
- 8.2. Peter Dawe gave notice of an exhibition at the Imperial War Museum about the peace movement. The exhibition will finish at the end August. It was an interesting exhibition and he felt it would be of general interest as faith and other groups had played their part in this event.
- 8.3. The Chair brought to SACRE’s attention the borough’s commemoration of the Holocaust which will take place on Sunday 29<sup>th</sup> January at 2.00pm outside the Town Hall. The ceremony will take place at the Anne Frank tree and then on to the Council Chamber where a survivor of the holocaust will deliver a 45 minute talk followed by a question and answer session, then the commemoration on the atrocity. The event will finish just before 5.00pm and refreshments will be available. SACRE members were welcome to attend. The event was a moving event and usually well attended.
- 8.4. Babcocks had worked hard with SACRE on guidance for schools around bereavement and atrocities. This was guidance for schools setting out ways they could deal with situations and individuals who had been bereaved. The guidance included a bereaved child identifying someone they would choose as their link person. This was a useful document and is a document with a humanist/non faith point of view included on reactions around the emotional issues. Perhaps we should consider updating and reviewing that document and re issuing?  
**Action: Darra McFadyen will check that schools had this documentation and would welcome an update if SACRE had time capacity to review the document. In addition the faith and values document probably now needs revisiting.**

The Chair thanked all present for attending the meeting.

## 9. Date of the Next Meeting and Agenda Items

Spring Term 2017		
	Time	Venue
Thursday 23 <sup>rd</sup> March 2017	6.00pm	Waltham Forest Town Hall

- 9.1. It was brought to the Chair’s attention that holding SACRE meetings on a Thursday was not convenient for some of its members. Following discussion Mondays and Tuesdays were ruled out.

**Action: SACRE agreed for its meetings to be held primarily on Wednesdays starting from the Summer Term.**

**Action: Governor Services to progress rescheduling of meeting.**

**The meeting closed at 7.00pm**

Signed..... (Chair)

Name.....

Date .....