

**MINUTES OF THE MEETING OF THE
LONDON BOROUGH OF WALTHAM FOREST STANDING ADVISORY COUNCIL ON
RELIGIOUS EDUCATION (SACRE)
HELD ON WEDNESDAY, 16 SEPTEMBER, 2020 AT 5.30 P.M.
VIA A CONFERENCE CALL**

Present: Mr Ted Cooke (TC) Member Group B (Chair)
Mr Cooke joined the meeting at 6.04 p.m.
Mr Mike Stygal (MS) Member Group A
Ms Tara Khare (TK) Member Group A
Mr Tarsem Bhogal (TB) Member Group A
Mr Paul Braham (PB) Member Group A
Ms Heather Soar (HS) Member Group C
Mr Colin Whitehead (CW) Member Group C
Mr Is'Haaq Jasat (IJ) Member Group C
Ms Zia Uddin (ZU) Member Group C
Ms Ruth Kaufman (RK) Member Group D
Mr Adewale Akano Co-opted member – Metropolitan Police
Faith Officer

Clerk: Julie Cornelius

Also present: Ms Darra McFadyen (DMc) Observer
Ms Gill Nash, Head of settings and workforce safeguarding, Waltham Forest.

To note: All action points recorded in the minutes would state only the person(s) responsible for that action. Full action details are recorded in the summary table below.

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
2.1	To inform Governor Services that members were unable to find the Annual Declaration of Interests form on Governor Hub.	Clerk	Completed, following the meeting.
4.3	To re-upload the current Code of Conduct to Governor Hub. To make any comments via Governor Hub.	Darra McFadyen Members	10 October, 2020 11 November, 2020
5.1	To organise to sign a copy of the agreed minutes of the meeting held on 8 July, 2020.	Chair	As soon as possible, given that currently, because of COVID-19,

			meetings are being held virtually.
5.1	To provide the Clerk with details, i.e. job title/establishment for those listed as 'Also present' at the meeting held on 8 July, 2020.	Chair	As soon as possible.
5.2 'Matters arising'	To sign a copy of the approved minutes of the meeting held on 29 April, 2020.	Chair	As soon as possible, given that currently, because of COVID-19, meetings are being held virtually.
5.2 'Matters arising'	To sign a copy of the approved minutes of the meeting held on 25 March, 2020.	Chair	When possible, given that currently, because of COVID-19, meetings are being held virtually.
5.2 'Matters arising'	Following contact with Stonewall, to upload to Governor Hub, the latest advice to schools on relationships and sex education.	Darra McFadyen	Immediate
5.2 'Matters arising' Minute 3.2.3	To include questions relating to RE GCSE, within a more general questionnaire sent to schools. Prior to doing this, to produce a pilot questionnaire to be circulated to members, before circulating to schools.	Darra McFadyen	To be confirmed
5.2 'Matters arising' Minute 3.2.3	To review the pilot questionnaire and send comments to Darra and the Chair.	Members	Upon receipt of the pilot questionnaire.
5.2 'Matters arising' Minute 3.2.4	To send an invite to Colin, Heather, Ruth, Is'Haaq and the Chair regarding the convening of a Working Party to discuss the Annual Plan.	Darra McFadyen	Immediate – suggested date to meet is w/c 28/09/2020
5.2 'Matters arising' Minute 5.1	To look into alternative venues for the launch on 11 November, 2020. To confirm with RE Today they would be happy to hold a physical launch.	Is'Haaq Jasat Darra McFadyen	Immediate Immediate

	To organise a Clerk for the meeting following the launch on 11 November, 2020; this meeting will commence at 4.30 p.m.	Governor Services	Prior to the launch on 11 November, 2020
6.1	To send to all members, details of on-line safeguarding training.	Governor Services	Immediate
7	To display membership details on the front of the agenda, as is the practice for Governing Body meetings.	Governor Services	On-going
7.1.2	To discuss, with Is'Haaq, the recruitment of Muslim members.	Chair	Immediate
7.1.5	To feedback, via Governor Hub, on the Faith and Belief Forum taking place on 21/10/2020.	Is'Haaq Jasat	Following the Forum on 21/10/2020.
8.1.1	To review the syllabus on Governor Hub and provide any feedback.	Members	Immediate
8.1.4	To discuss with Colin the sharing of artwork with members.	Darra McFadyen	Immediate
8.1.6	To inform Darra which London SACRE group members would like to attend. To circulate to members, a schedule of visits to other London SACRE groups.	Members Darra McFadyen	Immediate Upon receipt of confirmation of which London SACRE group members wish to attend.
9.1	To inform Adewale if wishing to either attend a community PREVENT meeting or if wishing to invite someone from PREVENT to attend a SACRE meeting.	Members	Immediate
9.2	To liaise to set up a meeting for the core support group.	Chair/Darra McFadyen	Immediate
10.1	Date of next meeting: Wednesday, 25 November, 2020 at 5.30 p.m. This will be a virtual meeting.	All	
10.2	<u>Agenda Items – agenda item 1. is carried over</u> 1. To review a later start time for forthcoming meetings and next year, to consider different days on which to meet. 2. Safeguarding responsibilities – Working Party	All	

1. WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

- 1.1 Pending the confirmation of the outcome of the election of the Chair, the Clerk welcomed everyone to the meeting.

- 1.2 Apologies were received and accepted from Mr Keith Pilling, Cllr Catherine Saumarez, Cllr Richard Sweden and Mr David Kilgallon.
- 1.3 Pending the arrival of Mr Ted Cooke, who was anticipated to attend, the meeting was not quorate. It was agreed, therefore that the presentation from Gill Nash, Head of settings and workplace safeguarding, Waltham Forest, would commence.
- 1.4 Presentation by Gill Nash
Within her role, Gill has responsibility for the Designated Officer investigating allegations against people who work or volunteer with children. Gill also has responsibility for Early Years, schools and adult safeguarding.

Gill has previously attended SACRE meetings to provide updates on referrals to LADOs (Local Authority Designated Officers) regarding faith institutions.

There are specific issues regarding Islamic faith groups. This includes many allegations from children, when returning to school, relating to physical chastisement. These allegations relate to private tutors who are not working on behalf of a Mosque but who are providing a service in the name of a faith institution.

Additionally, there has been an increase in sexual abuse allegations in relation to faith settings that hire private premises; these may be located on industrial estates. Gill has encountered some naivety at these institutions, where there is no Safeguarding Lead in post and neither is anyone trained in safeguarding and nor do staff do understand the procedures around safeguarding reporting.

Gill said she had attended a previous SACRE meeting to make members aware of these issues but also to ask members to consider how they could support her team and to work collaboratively with Safeguarding Officers.

Members of strategic Partnership groups can make contact regarding how we are assured that our faith settings have consistency around safeguarding. Our team can also provide support, including training.

COVID-19 has had a wider impact, including people losing their jobs and the stress related to this and additionally, children not being in school. Due to lockdown, mental health issues have increased, as well as an increase in domestic violence. Gill raised the question of how members could support those people affected by these issues to access the right support. Gill said whilst recognising this is not the role of SACRE, this is about acknowledging that it is within the role of community members, to consider how to support these people.

- Q. Colin Whitehead asked how well parents in Waltham Forest are advised to check out safeguarding issues relating to different organisations. Colin said he had experience of this in another Local Authority whereby advice regarding safeguarding issues, including how to check out safeguarding policies, was circulated to parents.**
- A.** Gill said a piece of work relating to this was carried out in conjunction with WFCOM (Waltham Forest Council of Mosques). Gill's team looked at circulating information to schools, GP surgeries, etc. and doing this safely. This work was completed but some anxieties were raised because some groups felt targeted and felt that this should be done on a wider scale. This is about considering if,

as a group, something could be devised that is more encompassing and for this to be shared across the network.

Within sports and leisure centres across the Borough, there is the FeelGood Accreditation mark and it would be beneficial if this could be expanded into other areas to make people aware that there are people trained in safeguarding.

There is lots of work that has been undertaken via the safeguarding project; Gill's colleague, Elaine, had previously spoken to the SACRE regarding this. This includes significant work undertaken with organisations that work with people.

Gill said there are at least 500 out of school settings renting out spaces.

Most people who work with children do not this to harm children but this is about providing a service to support children.

Q. What about training and awareness issues?

A. Gill said this is about training and awareness. This is looking at what we can do to identify gaps and to provide support to fill those gaps. We don't have the resources to knock on doors and we are relying on groups like the SACRE to support this.

Ruth said this is an enormously important issue. Whilst appreciating that currently this is not part of the SACRE's remit, she is worried that consideration is being given to extending the SACRE's remit to include something it is not qualified to do and that consequently there may be a risk of damaging the SACRE's relationship with key people in the community if it does the wrong thing. In response, Gill said her team deal with any allegations arising from particular settings and she would certainly not want the SACRE to think that this is not her team's responsibility. Ruth said she was concerned that just because this involves religious teaching and religious settings in one form or another, it should concern the SACRE, which is a group that was set up to support RE in schools. In response, Darra said if anyone, who was not a member of the SACRE, went into a setting and became aware of something that wasn't right, that person would have a duty to report this. In response, Ruth said, as individuals, we need training in safeguarding. Gill said, in terms of the remit of the SACRE, this is a conversation for members to have. In respect of training, support and training could be offered by Gill and her team. Gill said we are not saying this is entirely the SACRE's responsibility but that this is about starting a conversation relating to this.

Q. Tara said if RE teaching is the responsibility of schools and we have to ensure that schools are providing that teaching within the required framework, why do children have to attend religious establishments?

A. Gill said private tuition is an issue, particularly in the Islamic faith. This tuition costs money and to eliminate/reduce the cost, sometimes the friends of parents provide this tuition. In the majority of cases there is no issue but there are issues that are reported to schools by the children themselves. Additionally, there are establishments where no proper referrals are made and this is of concern.

Q. Have you approached the LBWF Inter-faith community?

A. Contact was made with the Forum but this was not very successful. We have offered training days/sessions but have been unable to make any headway with this.

In response to Is'Haaq saying that he works closely with LBWF mosques and was more than happy to engage and to provide expertise, Gill said this would be very helpful. Is'Haaq said sometimes there can be a lack of understanding of education. Gill said it would be useful to have a conversation at these establishments, with her present in the room and for her to advise how her team can provide support; additionally, that a solution focussed approach would be beneficial.

[Ted Cooke joined the meeting at 6.04 p.m.].

Adewale, Metropolitan Police Faith Officer, suggested that if he received information regarding training, he could forward this on to faith groups to advise that training was being organised and to let places of worship know that training was being planned to promote awareness. Gill said one difficulty is that different faith settings need different levels of support and this is about how this is gauged and our response to this.

Prior to leaving the meeting, Gill said, she, alongside members of her team, are always available to provide information, advice and support regarding safeguarding for both adults and children and that her team would do their utmost to guide members.

[Gill Nash left the meeting at 6.10 p.m.]

2. DECLARATIONS OF INTEREST

2.1 Members to confirm return of annual declaration of interest forms to the Clerk, via Governor Hub

Some members were unable to find the form on Governor Hub.

Action: Clerk

2.2 Members to declare any personal or pecuniary interests relating to this meeting's agenda

There were no declarations made, of personal or pecuniary interest, pertaining to any of the agenda items for this meeting.

3. QUORATE

Following the arrival of Ted Cooke, the meeting was quorate; with a member from each member group in attendance.

4. ELECTION OF OFFICERS

4.1 To elect a Chair of the WF Standing Advisory Council for Religious Education, for the 2020/2021 academic year

The Clerk advised the outcome of the vote, facilitated by Governor Services, prior to the meeting, was that Ted Cooke was re-elected as Chair. Congratulations were extended to Ted.

Ted thanked members and apologised for his late arrival at the meeting, which was due to Wi-Fi issues.

4.2 To elect a Vice-Chair of the WF Standing Advisory Council for Religious Education, for the 2020/2021 academic year

The Chair advised that an equal number of votes were cast for both Mike Stygal, incumbent Vice-Chair and Colin Whitehead. Mike had agreed to step down to allow Colin to take up the post of Vice-Chair.

Colin Whitehead was therefore elected as Vice-Chair. Congratulations were extended to Colin.

[Although not on the agenda, members raised the Code of Conduct as an agenda item.]

4.3 Code of Conduct

Ruth Kaufman raised minor suggestions, detailed below, relating to the list of things that all representatives should do.

Ruth believes that all representatives should try to bring themselves up to speed with the requirements of the SACRE and current RE statutory requirements. In response, Darra referred to an item within the Code of Conduct that possibly addresses this. Ruth responded, saying no, this should be for everybody.

The Chair suggested that the Code of Conduct (as it currently stands) is re-uploaded to Governor Hub and for members to send any comments to Darra, by 11, November, via Governor Hub. To facilitate this, Darra will upload this to the Hub by 10 October, 2020.

Action: Darra McFadyen/members

5. **MINUTES OF THE MEETING HELD ON 29 APRIL, 2020**

5.1 These were **agreed** as a true and accurate record, subject to the following amendments:

Mr Is'Haaq Jasat should be listed as Member Group C.

Reference to the Annual Report (minute 3.2.4 refers) should state 'Annual Plan' and not Annual Report.

The Clerk had requested information, i.e. job title/establishment, relating to those listed as 'Also present' at the meeting.

Action: Chair

The Chair will organise to sign a copy of the agreed minutes.

Action: Chair

5.2 Matters arising

Unless noted below all matters arising were addressed or would be discussed at this meeting. An update status is provided in the table below, with any additional information also provided.

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Status update
1.3	To note the appointment of Mr Is'Haaq Jasat as a member of SACRE.	Governor Services	Completed
4.1.14	To send Cllr Richard Sweden, the link to Governor Hub.	Donna Miller	Completed
4.1.4	To look into the use of Modern.Gov	Donna Miller	Completed Donna Miller had updated the

			Chair to advise that Modern.Gov was only available to elected members.
4.2	To contact RE Today to confirm that it was syllabus A that was requested.	Darra McFadyen	Completed
4.2	To contact RE Today regarding any potential costs.	Donna Miller	Completed
3.2 'Matters arising'	To sign a copy of the approved minutes of the meeting held on 29 April, 2020.	Chair	C/forward As soon as possible, given that currently, because of COVID-19, meetings are being held virtually.
3.2 'Matters arising'	To sign a copy of the approved minutes of the meeting held on 25 March, 2020.	Chair	C/forward When possible, given that currently, because of COVID-19, meetings are being held virtually.
3.2 'Matters arising'	To arrange a meeting with Donna Miller and Gillian Nash regarding the Safeguarding project.	Darra McFadyen	Completed
3.2 'Matters arising'	To contact the organisation appointed (on a national basis) to support schools with the implementation of the new (to take effect from September 2020) RSE curriculum.	Darra McFadyen	Completed Darra had contacted Stonewall who would be happy to talk to members.
3.2.1	To update the attendance record to show that apologies were received and accepted from Mr Keith Pilling, Mr Tarsem Bhogal and Cllr Catherine Saumarez for the meeting on 29 April, 2020.	Governor Services	Completed
3.2.3	To re-send (copy in Donna Miller) to the Chair, the letter to schools advising that the SACRE had expressed concern that in some schools, only a minority of pupils were being	Darra McFadyen	Completed. A further update is provided

	entered at GSCE KS4. Additionally, to compile a questionnaire to accompany the letter.		below.
3.2.4	To send the Annual Plan to all members.	Darra McFadyen Members	Completed; as recorded above, this should refer to the Annual Plan and not the Annual report.
3.2.4	To send any comments to the Chair and Darra McFadyen.		Amendments were received from Ruth Kaufman and Is'Haaq Jasat.

Minute 3.2.3 – additional update:

Darra had spoken with three Head Teachers who advised that at this point, they would not welcome such a letter. The Head Teachers said they felt that any questions should be incorporated into a more general questionnaire. The Chair asked, because of COVID-19, if it would be preferable to delay this. In response, Is'Haaq asked that if the launch was still planned for November, perhaps this could be addressed at that time and whilst touching the surface of this via the questionnaire. Darra agreed that it was a good suggestion to do this at the launch on 11 November and in the interim, some work would need to be undertaken relating to this. In response to Heather suggesting that Survey Monkey could be used as a questionnaire, Darra said if this could be modelled, schools could then complete this; this could include not only RE but also collective worship. Is'Haaq agreed to assist with this. Ruth said a pilot questionnaire should be produced initially, which Darra agreed could be circulated to members to review.

Action: Darra McFadyen

Minute 3.2.4 – additional update:

Colin suggested that a Working Party should be set up to review the Annual Plan. The Chair, Colin Whitehead, Heather Soar, Ruth Kaufman and Is'Haaq Jasat volunteered. These members would form the Working Party alongside Darra. It was suggested the meeting of the Working Party should take place during w/c 28/09/2020. Darra said the Annual Plan should be a working document and she thanked members for their contribution.

Action: Darra McFadyen

Minute 5.1 – date of the next meeting:

This would take place on Wednesday, 25 November, 2020 at 5.30 p.m.; this would be a virtual meeting.

Members discussed that dependent upon how the COVID-19 situation develops, the launch planned for 11 November, may have to take place virtually. The Chair said members would need to be kept informed regarding this and this would be dependent upon the COVID-19 R rate. Members discussed alternative venues and Is'Haaq agreed to look into this. Darra said she had been discussing the meeting format with RE Today and it may be that numbers invited have to be reduced and perhaps looking at Early Years and parts of Key stages

attending. Darra confirmed there are 80 schools invited with perhaps 50/60 at the most, attending. Following the launch, a meeting would take place at 4.30 p.m. In response to Ruth saying it was important that RE Today are willing to attend a physical launch, Darra said they were keen to have a physical launch but Darra would confirm this with Julia at RE Today.

Action: Is'Haaq Jasat

Action: Darra McFadyen

Action: Governor Services

6. SAFEGUARDING PROJECT

6.1 Safeguarding training – annual requirement

Action: Governor Services

6.2 Safeguarding responsibilities – Working Party

Darra said she believes members would require some training, prior to progressing this. Members agreed to discuss this at the next meeting on 25 November, 2020.

Agenda item: Safeguarding responsibilities – Working Party

7. SACRE MEMBERSHIP

Colin said it would be beneficial if membership details appeared on the agenda, as they do for Governing Body meetings.

Action: Governor Services

7.1 SACRE membership

7.1.1 Ruth suggested a Working Group should be set up to address membership issues. In response, Colin said that within the Annual Plan it was suggested to discuss this with Governor Services and to establish a protocol for recruitment to vacancies; it is the responsibility of the Local Authority to recruit. Members agreed it would be useful to know what the procedure entails for recruitment to each of the different groups on the SACRE Board.

7.1.2 In respect of recruitment, the Chair advised this process had been kick started this month.

Contact had been made with the Diocese of Chelmsford in respect of Church of England representatives and also a synagogue. This is about recruiting young people with an interest in education. The Chair had also written to the Bishop of Brentwood and their education committee in respect of recruiting members from the Catholic faith; to date there had been no interest. There is a potential candidate from the non-conformist Church, whom the Chair needs to talk to. With regard to Muslim members (Group A), the Chair said there is a lot of interest and he will discuss this with Is'Haaq. There is existing contact already in place with the Council of Mosques and this should be maximised.

Action: Chair

More members from the teaching profession are required for Group C. Darra said Governor Services have responsibility for recruiting teachers and they would usually write to Teachers to assist with this.

7.1.3 Colin re-iterated what was recorded in minute 7.1.1 above and said discussion should take place with Governor Services regarding the protocol for filling vacancies. Whilst appreciating the Chair's input and his contact made with various organisations, this is the Local Authority's responsibility and from whom appropriate support should be provided.

- 7.1.4 Is'Haaq said, because we work so closely with the curriculum, it is important to appoint a really good representative from the teaching profession.

Colin said, within the constitution, there are different types of schools, e.g. Academies, mainstream. Perhaps the SACRE should try to appoint Subject Leaders, i.e. RE Leaders and Deputy Head Teachers.

- 7.1.5 Is'Haaq will be attending the Faith and Belief Forum on 21/10/2020 and will provide feedback on Governor Hub.

Action: Is'Haaq Jasat

8. SACRE PLAN FOR 2020/2021

8.1 To agree the Annual Plan for 2020/2021

- 8.1.1 Darra said significant work has taken place regarding the syllabus. The syllabus as it is currently, is on Governor Hub; this is the final PDF that will be circulated to schools. The launch is expected on 11 November, 2020.

Action: Members

- 8.1.2 Darra will be contacting schools that have previously raised concerns, to ensure they review the curriculum.
- 8.1.3 Schools will have until September, 2021 to work with the syllabus and to consider how they will use this. The agreed syllabus will be effective from 2021-2026.
- 8.1.4 Colin said one issue was the artwork and he asked if positive responses had been received from schools. In response, Darra said the only response was received from Is'Haaq who has significant artwork he will make available. There was a Primary school that had made contact but the artwork which they had previously produced, was no different. Darra re-iterated that the only artwork received to-date, was from Is'Haaq and that any other schools would need to send this by 6 October, to enable this to be agreed with RE Today. Darra suggested that perhaps this date could be pushed back.

Colin asked, if before sending to RE Today, would it be beneficial for a group of people to look at this. Darra agreed this would be useful. The artwork is for inclusion at the beginning of each chapter. RE Today has been asked to look at the front cover and to include images of Waltham Forest. Each chapter will have a piece of artwork from a school within Waltham Forest. This will include the first name only of the child who has produced the artwork and a comment from the child about what the artwork relates to. Darra will speak to Colin regarding sharing the artwork with members.

Action: Darra McFadyen

- 8.1.5 The setting up of a Working Party to discuss the Annual Plan was recorded earlier, under Minute 5.2 'Matters arising'.
- 8.1.6 Ruth referred to items within the Annual Plan that had already been discussed. This included the Code of Conduct, the SACRE membership.

Organising for members to attend other London SACRE groups was discussed and it was agreed that members should contact Darra to confirm their preference and Darra would organise a schedule. SACRE groups to be considered would include Newham, Hackney, Haringey, Brent, Barking & Dagenham and Redbridge. Darra suggested that members perhaps attended in pairs and should choose just three or four

Boroughs and then provide feedback. Ruth suggested this could be an annual exercise, enabling members to visit different SACRE groups.

Action: Members/Darra McFadyen

[Tara Khare left the meeting at 19.12. The meeting remained quorate.]

9. ANY OTHER BUSINESS

9.1 Adewale informed members that he had been attending several meetings, one of which was with the PREVENT team, based at Stratford. They were reviewing all community meetings and said they would be willing to attend any community meeting, at which they can present and explain their remit.

Action: Members

9.2 Annual Plan

Colin referred to the group of members required to work on the Annual Plan. In response, the Chair referred to the presentations received from members wishing to stand as Vice-Chair. The Chair said what had cheered him immensely was how powerful and exciting these presentations were and how these demonstrated the obvious commitment from these candidates, to offer more time to SACRE, over and above attending meetings.

It was agreed that the four members (recorded in minute 5.2 'Matters arising') who had volunteered, would form an executive type group which other people would be able to attend. The Chair said this is not intended to be exclusive or to exclude anyone else from joining.

The Chair proposed a core support group for the SACRE. In response, Darra said she would usually meet with the Chair a few weeks prior to a meeting and this could also be the pattern of meetings for the core support group. The core support group would be the working party set up to review the Annual Plan. Having a group in place would avoid this becoming too onerous for individual members. Members agreed to establish a core support group.

Action: Chair/Darra McFadyen

10. DATE OF NEXT AND FUTURE MEETINGS AND AGENDA ITEMS

10.1 Future meeting dates were listed on the agenda.

The next meeting date is scheduled to take place on Wednesday, 25 November at 5.30 p.m. This will be a virtual meeting.

10.2 Agenda items

1. To review a later start time for forthcoming meetings and next year, to consider different days on which to meet.
2. Safeguarding responsibilities – Working Party

The meeting closed at 7.20 p.m.

Chair: (print)

..... (Sign)

Date: