

Merthyr Tydfil County Borough Council

Standing Advisory Council for Religious Education

Constitution

Terms of reference

1. To advise the LA on matters connected with collective worship in county schools.
2. To advise the LA on matters connected with religious education which is given in accordance with the agreed syllabus.
3. To decide when, within the five year statutory time scale, the LA should review its agreed syllabus.
4. To consider with the LA and the Agreed Syllabus Conference any changes required to the agreed syllabus.
5. To consider with the LA the support offered to religious education in its schools, with particular regard to methods of teaching, the choice of teaching materials and the provision of training for teachers.
6. To offer advice on any other matters related to its function as it sees fit.
7. To publish an annual report on its work, which should:
 - a. specify any matters on which it has advised the LA;
 - b. broadly describe the nature of the advice;
 - c. set out its reasons for offering advice on any matters which were not referred to it in the first place by the LA; and
 - d. record the membership of SACRE and the dates of meetings held.
8. To participate in the LA's statutory complaints procedures in those instances where the complaints relate to religious education and/or collective worship.
9. To receive and make determinations in respect of applications from headteachers of county schools for the lifting or modifying of the requirements that collective worship in such schools must be wholly or mainly of a broadly Christian character.

Composition

10. The council shall comprise three groups representing:
 - a. Such Christian and other religious denominations as, in the opinion of the LA will appropriately reflect the religious traditions in the area.

- b. Such associations representing teachers as, in the opinion of the LA, ought to be represented having regard to the circumstances of the area.
 - c. The LA.
11. The Council may also co-opt members.
 12. Membership of the Council shall be for a period of four years. Any outgoing members may be re-appointed.
 13. Membership of the Council is subject to the condition that the LA has taken all reasonable steps to assure itself that the persons appointed are representative, as the case may be, of the denominations or associations in question.
 14. Members representing associations of teachers must include teachers of religious education.
 15. Individuals may be removed from the Council if they cease to be representative of the denomination, association or of the Authority they were appointed to represent.
 16. Any member of the Council may at any time resign his or her office.

Proceedings

17. The Council shall meet not less than once in each school term.
18. The Council shall elect from its membership a chairperson and vice chairperson at the first meeting in each academic year. The chairperson and vice chairperson in any one year shall not be drawn from the same representative group. An outgoing chairperson may be re-appointed.
19. On any question to be decided by the Council only the representative groups on the Council shall be entitled to vote, and each group shall have a single vote. Before a formal vote is taken opportunity shall be given to each representative group to determine how its vote is to be cast.
20. Co-opted members are not entitled to vote.
21. The agenda for each meeting shall be determined by the chairperson and vice chairperson in consultation with the clerk to SACRE, Director of Education and Professional Officer. Any voting member of SACRE shall be entitled to propose items for an agenda.
22. In the case of any member not being able to attend a Council meeting, a substitute may be nominated by the body which that person represents,

provided that the substitute meets the eligibility criteria and the Education Directorate of the LA is notified in advance of the meeting.

23. A meeting of the Council will be deemed to be quorate if at least one member of each of the three representative groups is present.
24. The validity of proceedings of the Council shall not be affected:
 - a. by a vacancy in the office of any member of the Council or
 - b. on the grounds that a member of the Council appointed to represent any denomination or association does not, at the time of the proceedings, represent the denomination or association in question.
25. The representative groups on the Council, other than that representing the Authority, may call, at any time, for a review of the agreed syllabus current in the Authority. At such time an Agreed Syllabus Conference shall be constituted and convened.
26. The Council shall consider its annual report at the first meeting to be held in each academic year. Upon the Council's ratification of the report it shall proceed to publication.
27. The clerk to the SACRE shall arrange for copies of the annual report to be sent to all county schools within the Authority, to DfES, the National Library and to such other individuals and institutions as the LA sees fit.