

**HEREFORDSHIRE COUNCIL STANDING ADVISORY COUNCIL
FOR RELIGIOUS EDUCATION CONSTITUTION**

Introduction

1. Section 390 of the Education Act 1996 requires The Herefordshire LEA (referred to in this constitution as the Local Authority (LA)) to establish a permanent body, called a Standing Advisory Council for Religious Education (SACRE), to advise them on matters concerned with the provision of Religious Education and Collective Worship. This constitution sets out the main functions of the SACRE membership, the voting arrangements and the rules for the conduct of business.
2. SACRE's main function is to advise the LA upon matters connected with religious worship in County Schools and with the religious education to be given in accordance with an agreed syllabus as the LA may refer to the SACRE or as the LA may see fit.
3. SACRE can also require the LA to review its current agreed syllabus, and must consider applications made by a headteacher that the requirement for collective worship in County Schools to be wholly or mainly of a broadly Christian character shall not apply to the collective worship provided for some or all of the pupils at that particular school.
4. The broad role of SACRE, therefore, is to support the effective provision of Religious Education and collective worship in schools.

Membership

5. Under Section 390(4) of the Education Act 1996, the SACRE must include persons appointed by the LA to represent respectively -
 - A. such Christian denominations and other religions and denominations of such religions as, in the opinion of the LA, will appropriately reflect the principal religious traditions in the area (not including persons to represent the Church of England);
 - B. the Church of England;
 - C. such associations representing teachers as, in the opinion of the LA, ought, having regard to the circumstances of the area, to be represented;
 - D. the Local Education Authority (LA).
6. In accordance with the requirements of Section 390(4), the membership of the SACRE for Herefordshire comprises -

Group (A) One Roman Catholic representative (nominated by the Roman Catholic hierarchy);
One Free Church representative (nominated by Churches together in Herefordshire);
One representative of other faiths as a whole;
One representative of the Bahá'í faith;
One representative of the Muslim faith;
One representative of the Sikh faith.
One representative of the Jewish faith.
One representative of the Buddhist religion.

Other than for the Roman Catholic and Free Church representatives the representatives should, as far as possible, be nominated by the appropriate local faith group.

Group (B) Three Church of England representatives (nominated in consultation with the Diocesan Education Authority).

- Group (C) Three Teachers' representatives, with one drawn from each of the primary, secondary and special education sectors (nominated through recommendation of recognised Teacher Associations) and one Co-opted Member.
- Group (D) Three Herefordshire Council members as Local Education Authority representatives.
7. The number of members appointed to any representative group to represent each denomination or religion required to be represented shall, so far as is consistent with the efficient discharge of the group's function, reflect broadly the proportionate strength of that denomination or religion in the County.
8. The SACRE may also include co-opted members.
9. SACRE shall have the right to co-opt additional members. These may be as a result of groups making representation to SACRE for inclusion on the basis of representing a relevant faith/belief group, or in order to fulfil a specific role within SACRE. Co-opted members may take part in any of the discussions but do not belong to any of the groups and do not have voting rights.
- 9.1 Members of SACRE or a representative group should consider the following when co-options are decided.
- Candidates should essentially
- a. have an inclusive view of the aims of religious education and collective worship;
- Candidates should ideally:
- a. have some experience as religious educators
 - b. where possible be representative of specific education phases, to provide a balanced spread across various phases
- 9.2 SACRE will decide co-options following nominations from members of SACRE or representative groups.
- 9.3 Co-opted members shall hold office on such terms as may be determined at the time of co-option by the representative members and shall hold office at the pleasure of, and may be removed at any time by, the representative members, through a vote. If a co-opted member leaves SACRE for whatever reason, (such as those in Para 10), the nominating body should re-apply for another co-optee; there is no right of succession.

Term of Office

10. Any member of SACRE may at any time resign his/her office. Members or co-opted members shall remain until such time as they have a) resigned; b) have been removed from membership under the rules dictated by their nominating body, or c) in accordance with the terms specified by SACRE.

Substitution at meetings

11. Any member of SACRE unable to attend a meeting may appoint a named substitute to attend in his/her place.

Failure to attend meetings

12. Members or co-opted members who fail to attend three consecutive meetings without a satisfactory explanation will have their membership reviewed by the SACRE. The Local Authority may remove any representative or co-opted member that has failed to attend three consecutive meetings without valid reason.

Voting Arrangements

13. On any question to be decided by SACRE, only the representative groups (Groups A-D) on SACRE shall be entitled to vote, and each such group shall have a single vote.

- 14 In the event of an equality of votes on any issue the Chair may exercise a casting vote, however, depending on the degree of urgency the presumption will be that no action shall be taken on the issue and the existing position shall continue until it is next considered.

Conduct of Business

15. Subject to the requirement of the voting arrangements above, SACRE and, in relation to any question falling to be decided by members of SACRE of any particular category, the members of that category may regulate their own proceedings.
16. The validity of proceedings of SACRE or of the members of SACRE of any particular category shall not be affected:
 - (a) by a vacancy in the office of any member of SACRE required by Section 390(4); or
 - (b) on the ground that a member of SACRE appointed to represent any religion, denomination or association does not at the time of the proceedings represent the denomination or associations in question.
17. The representative groups on SACRE, other than that consisting of persons appointed to represent the LEA, may at any time require a review of any agreed syllabus for the time being adopted by The Herefordshire Council.
18. Meetings of SACRE may be convened at the request of the Chairman or any one of the Groups.

Quorum

19. No business shall be transacted at the meeting unless all representative groups are represented at that meeting. If the meeting is not quorate, the meeting could continue but decisions would have to be ratified at the next SACRE meeting.

Chairman and Vice-Chairman

20. The Chairman of SACRE is appointed by ~~The Herefordshire Council~~ ***the membership of SACRE in accordance with the voting arrangements under paragraph 13 above.*** In the absence of the Chairman from a meeting, a Chairman pro tem shall be appointed from amongst the LA representatives there present.

Clerk

21. The Assistant Director-Law, Governance & Resilience ***Communities*** (or their successor) of The Herefordshire Council shall be the Clerk of SACRE. The Clerk may nominate an officer from Democratic Services to represent them at meetings.

Standards of conduct

22. When carrying out their role members of SCARE should always act in accordance with the seven principles of public life, as follows:

Selflessness – Holders of public office should act solely in terms of the public interest.

Integrity – Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family or their friends. They must declare and resolve any interests and relationships.

Objectivity – Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability – Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness – Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty – Holders of public office should be truthful.

Leadership – Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Rights of Press and Public to attend meetings

23. In accordance with the statutory requirements of the Religious Education (Meetings of Local Conferences and Councils) Regulations 1994 (SI1994 No 1304), the Education Act 1996 and associated regulations, the press and public will be entitled to attend meetings of the Council, but may be excluded from the meeting during the consideration of items containing information capable of being treated as exempt information if meetings of SACRE were meetings of a local Authority. At the beginning of each meeting, for up to half an hour, members of the public will have an opportunity to receive answers to any pre-received written questions they have submitted to the Clerk.

Further Guidance

24. Further guidance on the constitution and administration of a SACRE can be found in the Department for Children, schools and families publication ‘Religious education in English schools: Non-statutory guidance 2010’ or any subsequent publication.