

**Constitution / Terms of Reference for**  
**Monmouthshire County Council**  
**Standing Advisory Council on Religious Education**

1. Function

- (a) To advise the Local Education Authority (LEA) upon matters connected with religious worship in county schools and religious education (RE) to be given in accordance with an agreed syllabus for the Authority.
- (b) It can require the LEA to review the RE agreed syllabus and establish an agreed syllabus at a formal meeting called an Agreed Syllabus Conference.
- (c) To consider any application made by a head teacher for their school to be released from the requirement that collective worship be wholly or mainly of a broadly Christian character for some or all of the pupils in that school (determination).

The main role, therefore, is to support effective provision of collective worship, and religious education in accordance with the Agreed Syllabus.

Each LEA should work with its SACRE to review the existing provision for RE and consider with the SACRE whether any changes need to be made in the Agreed Syllabus or in the support offered to schools.

Similarly it should work with its SACRE to monitor the provision of daily collective worship and to consider with it any action which might be taken to improve provision.

It is for the LEA to decide what matters it wishes to refer to its SACRE, but these should include methods of teaching, the choice of teaching material and the provision of teacher training.

A SACRE is not confined to advising on matters referred to it by its LEA; it may offer advice on any matters related to its functions as it sees fit.

The advice offered by a SACRE carries no statutory force. However, the LEA or school should always give careful consideration to advice offered.

LEAs are encouraged to keep their SACRE fully informed on all matters relating to RE and collective worship in their schools. This should include, where appropriate, information on individual schools following inspection by Estyn.

2. Annual Reports

SACRE must publish an annual report on its work. This should:

1. specify any matters on which it has advised the LEA
2. broadly describe the nature on that advice; and
3. set out its reasons for offering advice on any matters which were not referred to it in the first place by the LEA.

A copy of the annual report must be sent to DCELLS (by 30<sup>th</sup> December).  
LEAs are encouraged to send copies of the annual report to schools and local teacher training institutions.

3. Composition

SACRE shall consist of representation from:

- Christian denominations and other religions and religious denominations, to broadly reflect the proportionate strength of the denomination in the area. It is recognised that there will be occasions when the interests of efficiency override the requirement for directly proportionate representation;
- Such associations representing teachers as, in the opinion of the authority, ought to be represented; and
- The local education authority.

It may also appoint co-opted members if required although these members have no voting rights.

It is for the LEA to appoint the members of the three groups.

Each group has a single vote on any matter to be decided by SACRE.

4. Chair

Legislation does not prescribe how the chair should be appointed. It is open to the authority to appoint the chairperson, or to allow a SACRE to appoint its own chair from its members.

5. Meetings & Business

Monmouthshire SACRE normally meets each term (3 meetings per annum) but meetings can be arranged as required.

A member from each group must be present for SACRE to be quorate.

The LEAs duty to convene a SACRE implies a duty to fund this body satisfactorily. The LEA should provide a clerk and sufficient funds for it to perform its functions.

SACRE is required to provide an annual report of its work which must be submitted to DCELLS (by 30<sup>th</sup> December).

A review of the Agreed Syllabus must be carried within every five year period.

6. Attendance \*

Apologies should be made in advance if a member cannot attend a meeting. Any member who has not attended three consecutive meetings without apology will lose the right to his/her place.

Supply cover will be paid for teachers' attendance at meetings.

Religious representatives may claim expenses from their respective organisations.

7. Membership of WASACRE

Monmouthshire SACRE is a member body of the Welsh Association of SACREs. Four SACRE representatives are nominated for attendance at WASACRE but these may be substituted as required.

The RE Adviser to SACRE shall act for the LEA at WASACRE meetings.\* Supply cover and travel expenses will be paid to teacher representatives attending meetings.

Religious representatives may claim expenses from their respective organisations.

References: Welsh Office Circular 10/94 Religious Education and Collective Worship.

\* Monmouthshire SACRE minutes.

*Agreed by SACRE 3<sup>rd</sup> October, 2008*

**MONMOUTHSHIRE COUNTY COUNCIL**

**CYNGOR SIR FYNWY**

**THE SACRE CONSTITUTION:**

**LEA 6 places:**

**Representing Monmouthshire County Council**

**Religions and denominations 12 places:**

**Representing the Church in Wales (1)**

**Representing the Roman Catholic Church (1)**

**Representing the Free Church Council (4)**

**Representing the Bahai'i Faith (1)**

**Representing the Buddhist Faith (1)**

**Representing the Hindu Faith (1)**

**Representing the Muslim Faith (1)**

**Representing the Jewish Faith (1)**

**Representing the Sikh Faith (1)**

**Representing the Teachers Associations 7 places**

**Co-opted Members 2 places**

As agreed by Monmouthshire Council 27<sup>th</sup> July, 2006.