



**Date: Wednesday 11<sup>th</sup> October – Autumn 2023**

**Time: 3.00-5.00pm**

**Venue – Church House, Guildford**

Hybrid Meeting by Zoom - this meeting was recorded as part of minute taking.

Quorum required – 9 (at 3.05pm)

Officers Present – 3 / Members Present – 12 (by 3.35pm)



**Present: x15** (Officers 3 / Members 12 by 3.35pm)

Sarah Harris - Acting SACRE Chair & Vice Chair/Group A member (in person)

Rachel Boxer - Primary RE Consultant & Adviser to the SACRE (in person)

Liz Mitchell - Diocesan Administrator & Clerk to SACRE - appointed Sept 2023 (in person)

Nicola Morgan - Senior Educational Effectiveness Advisor, Surrey County Council

**Group A: x5**

Sarah Harris – Acting SACRE Chair (in person)

Jennie Johnson – Chair Group A (in person)

Rosslyn Doney

Peter Ward (in person)

Rev Allan Taylor (joined at 3.20pm)

**Group B: x2**

Shaun Burns

Sarah Hutton (in person – joined at 3.05pm)

**Group C: x4**

Rashida Nasir (joined at 3.33pm)

Saadia Nawaz (in person)

Saima Saleh (joined at 3.35pm)

Deborah Jackson

**Group D: x1**

Buddhi Weerasinghe

Item No.	SACRE Business meeting	Actions arising	
	Time convened: 3.00pm	By whom	By when
1.	<p><b>Welcome and Introductions:</b> SH opened meeting &amp; welcomed members inc new clerk Liz Mitchell. Members introduced themselves – RB, LM, PW, JJ, SN, SHarris, SB, RD, DJ, BW, NM <i>Sarah Hutton joined meeting in person at 3.05pm – meeting became quorate</i></p>		
2.	<p><b>Apologies for Absence:</b> Group A – Inderjeet Singh Rehncy; Kawther Hashmi, Raju Pandya; Group B – Jane Whittington (at school staff meeting) Group C – Alex Page</p> <p><b>Not in attendance (noted in minutes only)</b> Group A - Simon Mortimore; Patrick Jatumet Thueanmuenwai, Emma Sharp - query to be followed up with PW. Group D – Jordan Beech; Robert Hughes</p> <p><b>Membership Resignations:</b> Gemma Papworth, Academies rep for secondary schools – RB confirmed due to time constraints resigned after last meeting &amp; sad to lose her. Resignation email from GP received by RB on 12<sup>th</sup> July 2023. Vacancy on group to fill - RB to follow up.  Andy Lynch – NM confirmed resignation. Communication lost in crossover. NM liaising with Head of Education Carrie Traill to recruit new councillor to SACRE so membership for Group D is in hand.</p>	<p><b>PW</b></p> <p><b>RB via SAFe / NATRE RE Hub</b></p> <p><b>NM</b></p>	<p><b>13/03/24</b></p> <p><b>13/03/24</b></p> <p><b>13/03/24</b></p>
3.	<p><b>Acting Chair's Actions:</b> SHa noted as Vice Chair she is Acting Chair until the new constitution is passed/adopted. No election will be held until then. <b>As quorate can agree constitution at this meeting.</b>  SHa raised if group felt need for a temporary Vice Chair. RB noted no meetings planned until next meeting in March. SHa happy could manage in role as Acting Chair/Vice-Chair - SACRE happy with arrangement &amp; agreed no Acting Vice Chair appointment required.</p>	<b>ALL</b>	<b>11/10/23</b>

	<p>Quoracy issues at meetings discussed – as last meeting not quorate unable to vote on business. Group A is highly effective/regular attendees, Group B &amp; C have regular attendees. In Group D - NM actively looking to recruit more County Councillors.</p> <p>SHa flagged appointment of Group C Chair.</p> <p>RB explained constitution requires Chair for each Group committee &amp; overall SACRE. Group C has a vacant Chair position to fill. Within Group C asking existing members to consider being Chair. RB outlined responsibilities – mainly spokesperson on voting matters. Need to formally request nominations to put in Chair appointment in place.</p> <p><b>Action:</b> Nominations for Group C Chair to be arranged/submitted 2 weeks before next meeting to vote on.</p>	ALL / Clerk, by email	28/02/24
4.	<p><b>Due to quoracy issues at June meeting 3 sets of minutes to formally approve:</b></p> <p><b>Minutes of SACRE meeting held on 15<sup>th</sup> March 2023:</b> Formally approved by show of hands in room/on zoom.</p> <p><b>Minutes of the Extraordinary SACRE meeting held on 4<sup>th</sup> May 2023:</b> Formally approved by show of hands in room/on zoom.</p> <p><b>Minutes of SACRE meeting held on 21<sup>st</sup> June 2023:</b> DJ noted couldn't approve as not present in June. Shaun Burns – noted correction for apologies to read at SIAMS roadshow not conference. Formally approved by show of hands in room/on zoom with correction to apologies. Clerk to amend minutes.</p> <p><b>5. Matters Arising from meeting held on 21<sup>st</sup> June 2023:</b> RB ran through actions - see within 21.06.23 minutes/agenda 11.10.23*</p> <ol style="list-style-type: none"> <li><b>Date of SACRE celebration event</b> confirmed as Wednesday 29<sup>th</sup> November 2023 4.00-6.00pm. RB outlined to be in person celebration event at CHG to mark launch of new agreed syllabus/thank you to teachers &amp; SACRE members involved. Idea to bring foods representing cultures &amp; religions across SACRE. <b>Action:</b> RB to send out formal agenda, invites &amp; food request via electronic form.</li> <li><b>Baha'i concept map</b> - RB informed still no feedback from Simon Mortimore re draft Baha'i concept map. <b>Action:</b> To follow up for next meeting.</li> <li><b>Draft constitution</b> – discussed at 11.10.23 meeting item 5 on agenda.</li> <li><b>Syllabus resourcing</b> – RB followed up later in 11.10.23 meeting.</li> <li><b>School Workforce data</b> – PW discussed 11.10.23 meeting item 7 on agenda.</li> <li><b>SACRE development plan</b> – discussed at 11.10.23 meeting item 8 on agenda. Working document which will be re-visited regularly.</li> <li><b>SACRE self-evaluation document</b> – discussed 11.10.23 meeting item 9 on agenda. Working document which will be re-visited regularly.</li> <li><b>Ahmadiyya Membership of Group A</b> – <b>Action:</b> will be actioned pending the approval of the revised constitution by SACRE and SCC &amp; as a result of the instruction by the LA.</li> </ol> <p><b>Being quorate, the SACRE committee approved the minutes of 21.06.23 meeting at 3.18pm.</b> <i>RB left meeting to answer phone call at 3.18pm.</i></p>	<p>ALL</p> <p>ALL</p> <p>ALL CLERK</p> <p>RB/ALL</p> <p>RB</p> <p>ALL</p> <p>RB</p> <p>PW</p> <p>ALL</p> <p>ALL</p> <p>NM/ALL</p> <p>ALL</p>	<p>11/10/23</p> <p>11/10/23</p> <p>11/10/23</p> <p>29/11/23</p> <p>13/03/24</p> <p>11/10/23</p> <p>11/10/23</p> <p>11/10/23</p> <p>11/10/23</p> <p>11/10/23</p> <p>Before 13/03/24</p> <p>11/10/23</p>
<b>Minutes of SACRE meeting 11/10/23: Quoracy – the meeting was quorate</b>			
6.	<p><b>Status of SACRE Constitution (Paper 6):</b> SHa formally thanked RB &amp; NM for work on draft SACRE Constitution – RB emailed draft document to group with meeting papers 02/10/2023. SHa &amp; RB went through draft constitution for SACRE to agree in meeting: new wording = yellow highlighted / amended wording = green wording. SHa asked group to look at draft &amp; raise issues as went through: <b>Aims of SACRE</b> – no comment from members. Agreed as drafted. <b>Section 1 - Composition of SACRE:</b> Point 1.2 – SHa highlighted need for more formal process re composition of group:</p>		

<ul style="list-style-type: none"> <li>- statutory responsibility of LA to appoint SACRE members not group itself.</li> <li>- in each group, particularly Group A, who each person represents/nominating body.</li> <li>- Group D should if possible reflect balance of party membership of elected reps.</li> </ul> <p>Group A - RB flagged wording. PW &amp; SB commented. RB added wording 'which is currently' after denominations.</p> <p>Point 1.2/Group A - agreed as amended/new wording drafted.</p> <p><i>RB re-joined meeting at 3.22pm. Rev Allan Taylor joined online at 3.22pm.</i></p> <p><i>RB shared draft constitution document with comments on screen.</i></p> <p>Point 1.6 - agreed annual election at same meeting each year. Agreed to change wording to 'nominations made 14 days before meeting' &amp; 'Group Chairs are eligible for re-election' (NM/PW commented).</p> <p>Point 1.7 – agreed amended wording for absent members as drafted.</p> <p>Point 1.8 – agreed new wording as drafted for Membership List to be reviewed/updated as membership changes to reflect current reality.</p> <p><i>Rashida Nasir joined meeting online at 3.33pm &amp; Saima Saleh at 3.35pm.</i></p> <p><b>Section 2 – Duration of membership:</b></p> <p>Point 2.1 – PW made point last sentence reads that members can only be re-elected once. Agreed to take out 'for a further term of office' &amp; agreed amended wording with change made in meeting.</p> <p>Point 2.2 – agreed new wording as drafted.</p> <p>Point 2.5 - agreed new wording as drafted.</p> <p><b>Section 3 – Chair and Vice-Chair:</b></p> <p>SHa explained in past Local Authority nominated SACRE Chair which has been a County Councillor. Liz Bowes felt councillors didn't not enough time to do work of Chair. In principle NM said Local Authority happy for SACRE to appoint own Chair if agreed as an option. NM will feed back to Local Authority as they have to approve the constitution. SB voiced his agreement.</p> <p>Point 3.1 - PW drew attention to wording. Flagged decisions should be taken by representative groups rather than individuals present at the meeting. Discussion about wording (PW/SB/JJ/RB/SHarris) – need to adhere to voting process by law. Agreed to leave amended wording as drafted with change of wording to 'nominations made 14 days before meeting'.</p> <p><b>Action:</b> Agreed need to record in minutes how election/vote conducted by SACRE for future elections of Chair/Vice-Chair.</p> <p>Point 3.2 - agreed amended wording as drafted with amendment to by 'Group vote'.</p> <p>Point 3.2.1 – SHu pointed out amend to '14 days'.</p> <p>Point 3.2.3 – RB explained Chair being independent of the 4 groups would have casting vote. At this point in time SHa is SACRE Chair &amp; member of Group A so not entirely independent. How do we decide who is Chair? Discussion on tied vote process (JJ/SHu/RB/PW/SHa). Solution agreed – 'in event of a tied vote for either of these officer positions, each nominee will serve a 2 year term of office'.</p> <p><b>Section 4 – Duties:</b></p> <p>Point 4.3 Determinations - SB proposed recommendation not to have Determinations form attached to Constitution. Aim is to not have Determinations as have Collective Worship guidance for schools to promote inclusivity to avoid them. However need clear process if schools want to go down that road. RB explained in past couldn't find way of accessing form easily except via SCC website. SHa noted SACRE following other Local Authorities who have Determinations form attached to Constitution. Suggested to put form with our Collective Worship guidance – RB to update on Diocesan &amp; SACRE website so easily accessible.</p> <p><b>Action:</b> Determination form: take out Appendix C &amp; put form in Collective Worship section on SACRE &amp; Diocesan website.</p> <p>Point 4.5 – SB &amp; PW suggested add Secretary of State 'for Education' &amp; include 'NASACRE'.</p> <p>Point 4.6 – SB suggested add 'Academies &amp; Free schools'.</p> <p>Point 4.6.1 – SB suggested add 'Academies &amp; Free schools'. Shu &amp; PW pointed out to amend wording to include Secretary of State 'for Education' &amp; 'Schools Funding Agency'.</p> <p>Section 4 changes made by RB to document.</p>	<p>ALL</p> <p>RB</p>	<p>tbc</p> <p>02/11/23</p>
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	<p><b>Section 5 – Voting Procedures:</b> Point 5.3 – discussion on split vote process. PW suggested amend wording to postpone vote to following meeting to find a solution. Agreed - RB updated wording.</p> <p>Additional comments made by members in meeting on draft constitution:</p> <p><b>Section 6 – Quorum:</b> Point 6.1 – RB amended wording to ‘faith or belief’ as commented by JJ. Discussion about Christian representation in Groups (JJ/PW/SHa/NM/RD/AT/SB). RB noted important to have another voice in the mix. RD expressed important to have Christian &amp; other faiths present for broad/well rounded discussion. NM advised can come back after agreed Constitution to review if required. Agreed to leave wording as drafted.</p> <p><b>Section 10 – Youth SACRE:</b> RB explained haven’t had a Youth SACRE for a while due to difficulties of time/availability. Suggestion to include as action in SDP. SS flagged (in Zoom comments) probably more suited to Secondary Schools. Good to get Primaries involved but would involve costly cover for teachers etc. RD flagged would need lot of publicity to teachers to put students forward – possibly through RB networking meetings or through RE Hubs? Agreed to leave wording in.</p> <p><b>Section 12 – Accountability:</b> Point 12.2 – PW made point for information to amend wording re funding to ‘ASC &amp; SACRE’. Funding of ASC is statutory but SACRE is non-statutory – included in grant notionally but can’t be hypothecated it must come to SACRE.</p> <p><b>Appendix A – Surrey SACRE Code of Conduct</b> no comment on new wording as drafted <b>Appendix B - SACRE Membership of Committee A:</b> 2 members flagged red as currently don’t have a nominating body for them. <b>Action:</b> to address nominating bodies for members of Committee A at a later date. <b>RB updated draft Constitution on screen through meeting either with changes as discussed or drafted wording as written with agreement from SACRE present at meeting.</b> <b>Action:</b> Draft Constitution to be sent to Surrey County Council for formal approval in readiness for next meeting.</p>	RB          NM	13/03/24          13/03/24
7.	<p><b>School Workforce Data Report (Paper 7):</b> <i>RB shared data on screen</i> PW presented paper on School Workforce data. Compiled from data collected by DfE from secondary schools for how many hours a week each teacher scheduled to teach each subject inc RE to get national overview. Data made available to NASACRE to inform SACREs. Data includes RE &amp; Philosophy as some schools default to call RE philosophy. PW put the 2 figures together to get % time taught in Surrey schools for Y7-Y13. Some schools missing data although say they have submitted it – possible data glitch. PW sorted data in 3 categories: - Catholic schools – aim is to teach 10%. - CofE schools – high % in CofE schools but not as high as Catholic. - Rest – mixed %s. To help read the data PW explained 3-4% represents taught approx. 1-2 periods a week in KS3. If drops off RE probably become an option eg. Blenheim – teaches RE in Y7 &amp; Y8, becomes an option in Y9. Y10 &amp; Y11 – Catholic schools high % as RE is compulsory. In other schools lower rate suggests RE is an option subject or unavailable to run if not enough to take it. Data demonstrates if RE is being taught or not. Seems to be taught in Y7 across county. In Y9 in some schools % falls away suggesting it is optional. JJ asked what the legal requirement is for % time RE taught. PW advised no legal time limit per week – quite tentative. Schools just have to teach RE - some schools teach a bit a term or a year to meet the law. JJ questioned when RE stops end Y8/Y9 should RE still taking place. Noted majority of the local schools are Academies. PW responded to meet RE teaching beyond Y8/Y9 some schools may put something in tutor period once a year to meet legal requirement. RB would like as a SACRE to be following up but only a handful of schools are non-academy.</p>		

	<p>PW advised can only point out to non-academy schools. Law is ambiguous. Local Authority has interest in welfare of pupils in academies. SACRE can't demand academies do our agreed syllabus. May hold them to account but SACRE are legally only allowed to make representation about RE provision to Local Authority not the academy school.</p> <p>SHa asked SACRE how can use/follow up data gathered by PW.</p> <p><b>Action:</b> defer data to Development Plan as action point. As part of SACRE ongoing work should consider what RE teaching is going on in local schools. Challenge is limited funding - need to look at most important aspects to follow up.</p> <p><b>Action:</b> make reference of data in SACRE Annual Report on regular basis.</p> <p>PW summarised data looks better than many! No school saying doesn't teach RE.</p> <p>SH formally noted &amp; thanked PW for his work on the School Workforce Data analysis.</p>	<p>RB/PW</p> <p>RB/PW</p>	<p>13/03/24</p> <p>13/03/24</p>
<p>8.</p>	<p><b>SACRE Development Plan SDP (Paper 8):</b> RB shared SDP on screen.</p> <p>RB explained working party of RB/SHa/JW/Ton/RD/SM met year before last SDP due to run out. Added additional actions to those statutorily responsible for. Now at end of 3 year SDP. Statutory requirement that a SACRE exists &amp; holds Local Authority to account to support SACRE. SDP additional actions agreed help demonstrate SACRE doing job on their behalf.</p> <p><i>As not quorate at last meeting 2023-2026 SDP come back to this meeting to discuss/approve.</i></p> <p><i>RB circulated to group by email on 02/10/2023 with meeting papers.</i></p> <p><b>Action: Discussion &amp; approval /adoption of SDP 2023-2026:</b></p> <p>RB explained document – plan over 3 years.</p> <p>Purple band- statutory responsibilities.</p> <p>Blue band - additional actions agreed by working party. These should support ongoing work of SACRE particularly in first year after new syllabus launched to support schools as they implement it.</p> <p>Actions highlighted in yellow on SDP dependent on willingness of SACRE members to make it happen – RB highlighted facilitates/supports as professional adviser but not responsible for.</p> <p><b>First year 2023-24:</b></p> <p>Focus on bedding in the new syllabus &amp; not starting new initiatives. Lot of RE facing actions. Priority to identify schools not attended training or using wrong agreed syllabus according to website &amp; direct them to free training resources available to support implementation of agreed new syllabus.</p> <p><b>Second year 2024-25:</b></p> <p><b>SACRE Award</b> - to develop &amp; pilot SACRE Award to raise profile of RE in county. Got this year 2023-24 to consider how to set up/decide detail.</p> <p>SHu expressed SACRE Award is good idea to pilot as RE &amp; inter-faith initiative - one award for primary &amp; secondary across academy &amp; non academy/free schools.</p> <p>SACRE noted dependent on capacity as to how develop award – as a pilot no commitment.</p> <p>RB briefed Award successful in Kingston – smaller area &amp; vibrant SACRE.</p> <p><b>Monitor school compliance</b> – RB explained school visits stopped in Covid. SACRE asked to visit schools, not allowed to approach school to conduct a visit on RE provision. Provision for future visits is part of SDP for 2025-26.</p> <p>SHu asked if SACRE can be proactive &amp; ask to visit schools. PW highlighted route through Local Authority School Link Officer who can draw attention to a school what SACRE would like to do.</p> <p>RB explained SACRE also in communication with SAfE as strategic arm who work on school improvement basis. SAfE role is to alert SACRE/RE Advisor of any school requiring support.</p> <p>SHa noted SACRE informed if make a visit as 'partnering' rather than 'monitoring' visit – sounds more collaborative for school than inspecting.</p> <p>RB suggested as in middle year of syllabus implementation good point to invite/offer SACRE visits to schools. This is identified as action 13 in SDP 2024-25 subject to Local Authority funding for SACRE work.</p> <p>NM asked if Surrey have RE networking meetings. Good opportunity to get teachers together with SACRE. Felt schools would welcome SACRE visits to have conversations/give support.</p> <ul style="list-style-type: none"> <li>- RB explained as SACRE Officer RE runs 3 meetings per term for Surrey Primary RE subject leaders + free training for new subject leaders.</li> <li>- SS flagged about RE hubs. PW asked if SACRE aware of hubs. SS explained hubs set up for England &amp; Wales. Help to amalgamate all groups of RE community &amp; work</li> </ul>	<p>ALL</p>	<p>11/10/23</p>

	<p>cohesively to ensure RE provision in their area is 'top notch'. Website available for resources/ideas <a href="http://www.re-hubs.co.uk">www.re-hubs.co.uk</a> RE Hubs SE Advisor is Justine Ball &amp; Saima as NATRE local groups officer could advertise &amp; get hold of network groups. Likes NM idea as something SACRE can do.</p> <p><b>Action:</b> share RE Hubs website link <a href="https://www.re-hubs.uk/">https://www.re-hubs.uk/</a> . RB will ensure Surrey RE networks are listed on the RE Hubs.</p> <p><i>RB formally asked group agreement in principle that SDP reflects what the SACRE would like to do. Member comments:</i></p> <ul style="list-style-type: none"> <li>- PW/SHa - happy to run with SDP. Discuss actions as separate agenda items in future meetings to move plan forward.</li> <li>- NM asked who leads on areas in the SDP – no groups/initials on SDP. Is it driven by RB &amp; Chair? RB explained work on year by year basis &amp; SDP determines direction of travel. SDP gets added to, decide details &amp; set up working parties as go along rather than in advance. RB uses SDP to report to Local Authority to quantify work. SHa noted in past had committee planning meetings but stopped in pandemic. RB highlighted SDP should be a collective document not just used by Chair &amp; Consultant.</li> </ul> <p><b>Action:</b> consider reinstating SDP monitoring sub-committee to assist with this element of SACRE's work</p> <ul style="list-style-type: none"> <li>- SACRE contract tender raised by SB on p3. Item 9 – what update on schedule for Nov 2023 re continuity/support &amp; should it feature as action for 2025-2026 which is 2 year review point. NM expressed thought contract tender had been/about to be agreed. RB explained tendered for 2 year contract which extended to reflect work of new agreed syllabus. Contract due to finish end August 2024. Understanding due to 2 extensions has to then go to tender. Could have change of provider/new Adviser. SDP is important to show not dependent on Adviser – it is a strategic document. PW asked from lessons learnt can timescales be built in to SDP to ensure tender process completed in time &amp; contract reflects work of SACRE.</li> </ul> <p><b>Action:</b> put SACRE contract tender into 2025-26/ build in timescales. NM to follow up with CT.</p> <p><b>Action:</b> look at SDP actions to progress. Members to research &amp; bring ideas for SACRE Award to next meeting. PW to send link to SACRE Awards resource online.</p>	<p>RB/Clerk</p> <p>ALL</p> <p>SHa</p> <p>RB/NM</p> <p>ALL PW</p>	<p>11/10/23</p> <p>11/10/23</p> <p>13/03/24</p> <p>13/03/24</p> <p>13/03/24</p>
9.	<p><b>SACRE Self Evaluation (Paper 9):</b> <i>RB shared document on screen</i></p> <p>NASACRE recommends for SACRE to be reflective on own practice &amp; build self-evaluation into development planning cycle using NASACRE self-assessment tool. Due to time SACRE not able to look at self-evaluation tool fully in meeting.</p> <p><b>Action:</b> agreed look at Section 3 p.16 - revised syllabus for next meeting.</p> <p>SHarris raised training for SACRE – not done recently</p> <p><b>Action:</b> look at training NASACRE offer for SACREs &amp; report availability back to group.</p>	<p>ALL</p> <p>RB</p>	<p>13/03/24</p> <p>13/03/24</p>
10.	<p><b>Local Updates:</b></p> <p><b>Website tours</b> – RB added in minutes where agreed syllabus now lives on website: SACRE page: <a href="http://Surrey SACRE - Diocese of Guildford (cofeguildford.org.uk)">Surrey SACRE - Diocese of Guildford (cofeguildford.org.uk)</a> Agreed Syllabus page: <a href="http://Surrey Agreed Syllabus - Diocese of Guildford (cofeguildford.org.uk)">Surrey Agreed Syllabus - Diocese of Guildford (cofeguildford.org.uk)</a></p> <p><b>Speakers Forum resourcing update</b> - RB showed group what available for schools to use on Diocesan GDBE Elevate online platform. RB publicly acknowledged good will of those people connected with SACRE who have facilitated resources e.g. video by JJ. JJ asked if SACRE members can have access to GDBE Elevate. RB showed some members online resources post meeting.</p> <p><b>Action:</b> enquire with Jane WD to give SACRE members login to GDBE Elevate to access resources available online</p> <p><b>Summer Term 2024 'Open House' events</b> – for Faith &amp; Belief members, &amp; as part of networks RB &amp; SS run in Surrey, found to be able to visit different places of worship a great training opportunity for teachers. Bringing teachers out of school for twilight training to see &amp; experience a place of worship in person is very valuable.</p> <p><b>Action:</b> SACRE members to let RB know if prepared to offer place of worship to visit</p>	<p>RB</p> <p>RB</p> <p>ALL</p>	<p>11/10/23</p> <p>13/03/24</p> <p>13/03/24</p>

11.	<b>Date &amp; Arrangements for Agreed Syllabus Celebration Event: 29/11/2023</b> <b>Action:</b> RB to send out formal agenda, invites & food request via electronic form.	RB	29/11/23
12.	<b>Meetings for 2023-24 - in person / virtual / hybrid &amp; venues :</b> Group agreed dates for next academic year 2023-24. Venue - Church House Guildford: <ul style="list-style-type: none"> <li>- Wednesday 13<sup>th</sup> March 2024 3.00-5.00pm</li> <li>- Wednesday 3<sup>rd</sup> July 2024 3.00-5.00pm: agreed as alternative date to Wednesday 19<sup>th</sup> June due to Diocesan School Leavers Services</li> </ul> Hybrid – encourage members to attend in person. Hybrid will be via Teams in future. <b>Action:</b> Clerk to send form to consent to use of Teams platform for future meetings. SHarris thanked members & closed meeting.	CLERK	13/03/24

**The meeting closed at 5.00pm**

Signature:<sup>ii</sup> \_\_\_ Approved by SACRE committee\_\_\_\_\_

Date: \_\_\_\_\_13.03.2024\_\_\_\_\_

Minutes to be circulated to:<sup>iii</sup> SACRE Committee, Local Authority SACRE Officers, Diocese and being also published in the public domain via cofeguildford.org.uk

## Summary of actions<sup>iv</sup> 11/10/2023

Item	Action on	By whom	By when
1.	<b>Membership</b> - Emma Sharp - query to be followed up with PW. <ul style="list-style-type: none"> <li>- Resignation: follow up re Gemma Papworth.</li> <li>- Resignation: follow up re Andy Lynch.</li> </ul>	PW RB via SaFe /NATRE RE Hub NM	13/03/24 13/03/24 13/03/24
2.	<b>SACRE celebration event</b> - RB to send out formal agenda, invites & food request via electronic form.	RB/ALL	29/11/23
3.	<b>Baha'i concept map</b> – draft to be commented on and ready to present to full SACRE meeting for approval.	RB	13/03/24
4.	<b>Group C Chair</b> - Nominations for Group C Chair to be arranged/submitted 2 weeks before next meeting to vote on.	ALL/Clerk by email	28/02/24
5.	<b>Ahmadiyya membership of Group A</b> – will be actioned pending the approval of the revised constitution by SACRE & SCC as a result of the instruction by the LA.	NM/ALL	Before 13/03/24
6.	<b>Constitution</b> – discuss/agree Constitution <ul style="list-style-type: none"> <li>- record in minutes how election/vote conducted by SACRE for future elections of Chair/Vice-Chair.</li> <li>- Determination form: take out Appendix C &amp; put form in Collective Worship section on SACRE &amp; Diocesan website.</li> <li>- address nominating bodies for members of Committee A at a later date.</li> <li>- Draft Constitution to be sent to Surrey County Council for formal approval in readiness for next meeting.</li> </ul>	ALL ALL RB RB NM	11/10/23 tbc 02/11/23 13/03/24 13/03/24
7.	<b>School Workforce data</b> – <ul style="list-style-type: none"> <li>- defer data to SACRE Development Plan as action point.</li> <li>- make reference of data in SACRE Annual Report on regular basis.</li> </ul>	RB/PW RB/PW	13/03/24 13/03/24
8.	<b>SACRE SDP</b> – discuss/agree SDP 2023-2026 <ul style="list-style-type: none"> <li>- share RE Hubs website link <a href="https://www.re-hubs.uk/">https://www.re-hubs.uk/</a> . RB will ensure Surrey RE networks are listed on the RE Hubs.</li> <li>- consider reinstating SDP monitoring sub-committee to assist with this element of SACRE's work</li> <li>- put SACRE contract tender into 2025-26/ build in timescales. NM to follow up with CT</li> <li>- look at SDP actions to progress. Members to research &amp; bring ideas for SACRE Award to next meeting.</li> <li>- PW to send link to SACRE Awards resource online.</li> </ul>	ALL RB SHa RB/NM ALL PW	11/10/23 13/03/24 13/03/24 13/03/24 13/03/24 13/03/24
9.	<b>SACRE Self Evaluation</b> - look at Section 3 p.16 for revised syllabus for next meeting.	ALL	13/03/24
10.	<b>Training</b> - look at training NASACRE offer for SACREs & report back on availability.	RB	13/03/24
11.	<b>Speakers Forum resourcing</b> - enquire with Jane WD to give SACRE members login to GDBE Elevate to access resources available online.	RB	13/03/24
12.	<b>Summer Term 2024 'Open House' events</b> - members to let RB know if prepared to offer place of worship to visit.	ALL	13/03/24
13.	<b>Online Meeting Platform</b> - Clerk to send form to consent to use of Teams platform for future meetings.	Clerk	13/03/24