

## APPENDIX B

# STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION (SACRE)

## AGREED SYLLABUS CONFERENCE (ASC)

### ROLE AND DUTIES OF THE ASC

The purpose of the ASC is to refresh and consider the Syllabus.

The Local Authority must convene an ASC:

- Where the SACRE Committees A, B or C have required a review of the Agreed Syllabus of the SACRE Constitution; or
- At least every five years.

### MEMBERSHIP AND COMPOSITION OF ASC

The composition and membership of the ASC reflects the SACRE committee structure by seeking a representative from each SACRE committee (A-D) to join ASC.

- Christian denominations, other religions and world views (other than the Church of England) (Committee A). This group should reflect the variety of belief systems in West Northamptonshire;
- Church of England (Committee B);
- Teachers, Teaching Assistants (TAs) and Higher Level Teaching Assistants (HLTAs) representatives from professional associations (Committee C); and
- The Local Authority (Committee D).

The ASC shall not formally appoint co-opted members to the ASC but may seek advice from external advisers who may attend any meetings of the ASC or the ASC Committees, to include a diversity of schools in West Northamptonshire.

Representatives should be nominated by the appropriate local faith or belief group. In circumstances where this is not possible, representatives should be nominated by the appropriate national organisations, district, town or city committees, or by a senior member of a local faith community.

In some circumstances it may be appropriate to consult with more than one committee in order to receive a nomination (e.g. where there are no local authority area wide committees).

In circumstances where faith or belief groups have local authority area wide education committees, they should be the nominating group for SACRE/ASC members.

### CHAIR

A Chair and Vice Chair will be elected for the life period of the ASC by the ASC Representative Members (from committees A-D) at the first meeting to be held, each Representative Member having one vote.

If there is more than one candidate, the Chair shall be elected following a simple majority vote for each role. In the case of a tied vote, the previous Chair shall have a casting vote.

### **ASC SUB-COMMITTEES**

The ASC may establish sub-committee or 'task and finish' groups to consider specific issues relating to the Agreed Syllabus. Such sub-committees shall have an advisory capacity only and shall not be authorised to make decisions on behalf of the ASC. The terms of reference for each sub-committee shall be prepared by the ASC.

Any sub-committees appointed by the ASC shall each include at least one member of each of the SACRE (A-D) Committees. The ASC may also appoint non-members in an advisory capacity to such subcommittees or task and finish groups.

### **FUNCTIONS OF THE ASC**

The broad role of the ASC is to produce and recommend an Agreed Syllabus for RE which meets legal requirements and is educationally sound. The ASC must comply with its statutory obligations.

The ASC shall consider or reconsider any Agreed Syllabus and may recommend to the Local Authority that the existing syllabus should be continued or can recommend that a new syllabus is adopted.

The ASC may specify what must be taught through the locally agreed syllabus and may give an indication of how much time their syllabus would require in order to help schools plan a teaching timetable.

### **MEETINGS**

The ASC shall meet as required and such meetings shall be open to the public unless, in view of the nature of the business to be transacted or the nature of the proceedings, confidential or exempt information would be disclosed to the public.

Whether information is confidential, or exempt shall be determined in accordance with the Local Authority Constitution's access to information procedure rules.

### **VOTING PROCEDURES IN THE ASC**

Only the four ASC Committees shall be entitled to a vote and each ASC Committee shall have a single vote. Individual ASC Representative Members cannot vote separately.

Any recommendation put forward by the ASC must be unanimous for the recommendation to be adopted by the Local Authority.

### **ADMINISTRATIVE ARRANGEMENTS**

Clerking will be provided by the Local Authority.

### **DISPUTES AND COMPLAINTS**

The SACRE Constitution shall apply to the ASC save for any reference to the 'SACRE' shall be construed as a reference to the 'ASC'.

**ALTERATIONS TO THE SACRE AND ASC CONSTITUTION**

Any proposal to alter the Constitution of the SACRE or the ASC shall be made at a meeting of the SACRE or the ASC (as the context requires) and shall be approved only by a unanimous vote at the meeting.

The proposal will be considered for adoption by the Local Authority.