## Agreed Syllabus Conference Committee Meeting for Cambridgeshire, Peterborough and Rutland

## Virtual Meeting via Zoom Wednesday 14<sup>th</sup> September 2022 at 17.00

## **Minutes of meeting**

## **Present**

Sukaina Manji (Chair of Peterborough SACRE and Chair of the ASC Committee)

Julia Ewans (Chair of Cambridgeshire SACRE)

Amanda Fitton (AF, RE advisor)

Gurdev Singh (GS, Peterborough SACRE)

Becky Palmer (BP, Cambridgeshire SACRE)

Laura Corcoran (SACRE Clerk)

Peter Holmes (PH, Ruland SACRE)

Jemma Coulson (JC, Peterborough SACRE)

Dan Alfieri (DA, Rutland SACRE)

Sheila Gewolb (SG, Rutland SACRE)

Laura Penrose (LP, Cambridgeshire SACRE)

No	Agenda Item	Actio n
1.0	Welcome SM opened the meeting and welcomed colleagues. A special welcome was made to Rutland colleagues DA and SA, with introductions being made by all parties.	
2	Declarations of interest There were no new declarations of interest.	
3	Apologies for absence Received from: Toby Sherring James McWhirter Gill Curtis Rosemary Powell Liz Papworth Bjorn Finke	
4.0 4.1	Minutes of the meeting on 29/6/22 and matters arising  The minutes were agreed as a true record.	
	Worldviews document and potential opening statement for the Agreed Syllabus JE to put this onto a separate word document and brings to the workshop on 13 <sup>th</sup> July – this had been actioned with a focus on progress. There had been good feedback from academy trust on Worldviews and applying these within their units.	
	AF to circulate the notes following the recent Agreed Syllabus meeting she had attended – this had been actioned	
	AF and PS to convene to review the PowerPoint and to add a statement to the PowerPoint regarding non-religious views – AF is yet to convene with Becky Palmer	
	The work of SACRE must support non-specialist RE teachers. This matter should be discussed further at the workshop on 13 July -the notes from this meeting are on the shared drive	
	Census data to inform SACRE's discussion points in the Autumn term – data to be released in November.	

	View in the draft handbook vs document from independent schools – committee to pursue this further.	
<b>5</b> 5.1	Treasurer / budget update The clerk had circulated the budget as obtained via Cllr Fenner AF has approached the Marriott Hotel Huntingdon regarding hosting the conference and the costings had been provided as a day delegate rate of £38.00 per person. There are some claims to go through from teachers pertaining to the supply cover from the ASC meeting in July. The budget will be circulated once updated.	
<b>6</b> 6.1	ASC update on work taken place since last meeting (including the July workshop) It was noted that although the meeting in July had taken place, not all members had been shared with the clerk or uploaded their documents to the folder on Teams, for example the supplementary documents. It was agreed that members would update one another each time a document has been completed and uploaded to the appropriate ASC folder on Teams.	All
	A detailed discussion followed and a member raised their concern that due to the fact that due to the rapid work of the committee, there are currently various versions being circulated and that this has caused some confusion. It was agreed that in order to ensure better version control, versions of files names with dates are made clear when storing and sharing documents, clerk to oversee this process.	Clerk
6.2	ASC next steps The inhouse workshop on 13 <sup>th</sup> July was very successful. The committee went through the agreed syllabus and decided specifically what needed reviewing. There was a discussion about the definition of worldviews religions and non-religious. Different dimensions and what world views includes effects individuals and school communities. GS and Caroline Vinall took notes against the introduction section and this has now been added to the first section of the draft AS. Links to other websites and documents will be added.	
	The committee are now on version two.  Expectations of teaching staff – this should go back to teacher standards A contents page will be added Vision statement to be added Right to withdraw – links to this and includes teachers also Religious literacy on website needs more academic RE teaching hours – to agree how many and add extra to be ambitious - statement added about schools having flexibility to do things in an alternative way Looked at assessment and used the term progression Ofsted expectation has been added Primary assessment statements was referred to	All
	A member asked the process for approval of content of documents in the meeting folder. Members were asked to each read through the latest version of the documents and provide any feedback to AF / clerk including the use of wording.	
	A member questioned the amount of RE teaching hours which will be suggested.  The hours have not changed since the last agreed syllabus and these are similar to other SACREs  36 hours for KS1  Looked at what other SACREs are doing  A timeline will be updated by GS and SM. Clerk to send out the link asking people to approve.	
	Do faith leaders have input into the curriculum? For example, from Faith leaders. Clerk to circulate to all.	Clerk
	Units will be written as examples. Assessment and attainment documents AF is already working with schools on this.	
	AF advised that she has produced a document outlining what is expected from each school for example-maintained school, academy etc. AF to meet with BP to finalise.	

	BP asked that SACRE reps come back with with their resource list. BP has done one for Quakers and Christianity. All faith reps will be asked to do this. research was done to ensure websites have longevity.  Actions required in advance -Ensure all members can access documents confirm they have comments -List the documents we want feedback on with tracked changes -It was agreed that further face to face meeting were vital in order to move the ASC forward. GS to meet with AF and the clerk online in the first instance to move matters forward and agree some dates.  Agreed syllabus next steps and timeline A timeline will be created by GS and SM. Clerk to send out the link asking people to approve	SM / Clerk
7 7.1	Future meeting dates Agreed Syllabus Planning Meeting Weds 2 November 2022 5-6pm Agreed Syllabus Planning Meeting Weds 14 December 2022 5-6pm	
8.0		

The meeting closed at 18.10.	
Signed:	Chair of SACRE

Agreed action	By whom	By when
Ensure all members can access documents and confirm they have in the comments section. Any IT issues to be addressed outside of meetings with IT / Clerk	All	ASAP
List the latest documents we want feedback on with tracked changes	GS/Clerk	ASAP
Agreed syllabus next steps and timeline A timeline will be created by GS and SM. Clerk to send out the link asking people to approve	GS/SM	1 October
It was agreed that in order to ensure better version control, versions of files names with dates are made clear when storing and sharing documents, clerk to oversee this process.	GS/AF/Clerk/SM	5 October
It was agreed that further face to face meetings were vital in order to move the ASC forward. GS to meet with AF and the clerk online in the first instance to move matters forward and agree some dates.	GS	ASAP