SACRE – School Protocol Committee Meeting / 10.10.2012

Present: Beverley Millsom (BM), Sue Ganter (SGa), Sandra Gibb (SG), Peter Davis (PD), Sarah Long (SL)
Apologies: Pat Quirke (PQ),
Absent: Michael Dawes (MD)

Second meeting of the committee to decide upon a 'School Protocol' for visits of SACRE members into city schools

| No of Agenda Item | | Action | Date to be completed by |
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| 1 | Discussion re SGa's work for SACRE There had been a meeting prior to this meeting with PD, SGa and SL to discuss terms and conditions of SGa's work for SACRE. Minutes of this meeting are to be sent to Teresa Deasy. This is part of STATUTORY duty to monitor standards in all schools Again suggested that this is an agenda item on next SACRE meeting. | SL TD | To be discussed at next SACRE meeting |
| 2 | The statutory duty to monitor schools is to be carried out by SGa. However in the present political climate this may prove to be more difficult that had first been thought. The protocol was to be written for the members of SACRE visiting classes. It now would need to include the work of SGa. To this end it was agreed that PD will write a letter explaining the role of SACRE and its statutory duties. The letter will be then sent to the Teachers' Liaison Panel (TLP), then sent on to all Union reps for approval before going into schools TD to provide PD with information as to who to send TLP letter to. PD will in his letter introduce SGa. When schools receive his letter it is planned that a letter from SGa will be sent with it. The letter(s) will be sent to R.E. HoD and cc to Chair of Govns and HTs. This is to go to all secondary schools and include the two city academies. | PD (TLP) (Unions) TD SGa | 12.10.12 Wk/beg 22.10.12 19.10.12 |
| 3 | SGa's letter will explain her role in 'monitoring' (wording may need to be changed) and SGa will have previously prepared a questionnaire to go to schools . This questionnaire will also be made available to the TLP and Unions. As part of SGa's role she will be providing an action plan, letters, and questionnaire (for schools) and subsequently collating results and providing a | SGa SGa | End Oct 2012 |

| | report for the SACRE members. | | |
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| 3 | The letters will be in three formats. The work of SGa is to be for the secondary schools, as previously agreed (by D P-J and PD last Feb 2012) It was felt that if a questionnaire is to be sent out to secondary schools rather than a monitoring visit, then an additional letter could accompany this questionnaire and send out to primary and special schools too | Committee, to check with SACRE | November 2012 |
| 4 | Discussion surrounding the SACRE directory. It had been agreed that an electronic copy would be made available for all schools. BM has contacted all names / groups within the directory. SL will ask 'admin' to provide the up to date directory on the EMAS/SACRE web pages. This information (link to the web page) could go out with the letters to schools? | EMAS admin SACRE to consider | Autumn term 2012. Nov 2012 |
| 5 | The resources available to schools are on the EMAS/SACRE website This link could be sent to all schools AS WELL AS linked to the Directory BM and SL are to try to arrange a meeting with the resources provided at the museum with Sue Vigler-Taylor It is hoped that these resources can be better used by school by making the schools more aware of them. (Perhaps an RE Managers meeting could be down at the museum?) | SACRE to consider SI. BM. SVT | Nov 12 Autumn 2012 |
| 6 | The committee looked and considered the protocols that had been provided (one from PCC Govn services, one Essex CC and one NASUWT/NUT) BM had collected comments at the RE Managers meeting. In light of the 'action short of strike action' any visits to school are now somewhat more difficult. It was felt that the letters (from PD and SGa) would need to be agreed, and then the protocol set up. It might be now that the 'visits' by SGa to schools would not go ahead but monitoring will be via questionnaires and then offer of visits by SACRE members offered as further support for school. Another meeting is to be arranged, date to be set at the next SACRE meeting in November Next meeting to be arranged for XXXX. Venue: XXXX | SACRE meeting | November 2012 |