

Applying for a Determination for Collective Worship in Windsor and Maidenhead

The Legal Framework

The Education Reform Act (1988) and the Education Act (1996) state that schools must provide a daily act of collective worship of a wholly or mainly broadly Christian character. This stipulates that though the majority of acts of worship in any one term must be of a Christian character, there is scope for the inclusion of acts of worship which focus wholly or partly on other religious or non-religious world-views. Parents have the option to withdraw pupils from the whole or parts of collective worship. (*See CWGuidance2017 for more information on collective worship*).

A school may request a determination if the requirement for worship to be wholly or mainly of a broadly Christian character is not appropriate for the demographic of the school. Determinations may be granted for a whole school, or a specific group within the school, but a daily act of collective worship will still be a daily requirement. While the nature of the worship may reflect another faith, it may not be denominationally specific. The school must be clear about the alternative provision that will be available. Determinations, when granted, will be valid for 5 years and must then be reviewed or renewed. A Head Teacher can request a review at any time, as long as the determination has at least 4 months still to run.

The process

There are two parts in the process of applying for a determination; the school and the SACRE both have roles to play.

School Process

The school must complete the Application Form (Appendix A). To complete the form, the Head Teacher must have sought the opinion of governors, parents and staff about the need for a determination and gain approval from the Full Governing Body. The number of current withdrawals from collective worship and the heritage and background of the pupils will need to be considered. The school needs to be clear about the reasons for seeking a determination and the alternative provision that will be made. The Head teacher or Chair of Governors may need to attend a full SACRE meeting to discuss the application. The completed form must be returned to the clerk to SACRE who will pass on the request.

SACRE process

On receipt of a request for a determination, SACRE has a duty to examine the request carefully. This may include some or all of the following:

- A visit to observe an act of worship in the school applying for a determination
- Discussion with the school Head Teacher/Chair of Governing Body, usually at a full SACRE meeting
- Examination and consideration of the background to the application
- A group of at least 5 representative members of SACRE, (all 4 groups) must meet to consider the application.
- Write to the school formally indicating their decision with reasons
- Treat all requests fairly
- Ensure that no SACRE member with a link to the school is involved in the decision
- Maintain confidentiality

9	Please give details of the arrangements it is proposed to put in place in the event that the requested determination is granted. (<i>Your answer to this question must allow SACRE members to see that all pupils in the school are being provided for on each school day.</i>)		
10	Please attach records of acts of reflection for the current term and plans for the next half-term (<i>these can be brief</i>). SACRE members would also like to see examples of detailed plans for one or more acts of reflection that have been delivered or will be delivered this term.		
11	How many pupils in the school are currently withdrawn from:		
	a) all acts of reflection		
	b) some acts of reflection – <i>please give details</i>		
12	How many teachers in the school currently exercise their right not to lead or actively participate in:		
	a) all acts of reflection		
	b) some acts of reflection – <i>please give details</i>		
	How many teachers in the school currently exercise their right not to be present at:		
	a) all acts of reflection		
	b) some acts of reflection – <i>please give details</i>		
13	Is there anything else you wish to bring to SACRE's attention in relation to your application?		
Headteacher's signature		Date	

Please return the completed form to Royal Borough of Windsor and Maidenhead SACRE c/o Andy Carswell, Clerk to SACRE Panel, Town Hall, St Ives Road, Maidenhead, SL6 1RF

Application for Renewal or Review of a Determination for Collective Worship in Windsor and Maidenhead (Appendix B)

1	School name URN				
2	School status	Primary	Secondary	Community	Foundation
3	Headteacher's name				
4	Is this application for Renewal <input type="checkbox"/> Review <input type="checkbox"/>				
5	Expiry date of existing determination				
6	Is the current determination: Whole school <input type="checkbox"/> Part of school <input type="checkbox"/>				
7	If the request is for a renewal is the intention to: Extend determination to whole school <input type="checkbox"/> Repeal the determination <input type="checkbox"/>				
8	Is the request supported by: A) Parents Yes <input type="checkbox"/> No <input type="checkbox"/> B) Staff Yes <input type="checkbox"/> No <input type="checkbox"/> C) Pupils Yes <input type="checkbox"/> No <input type="checkbox"/> D) Governors Yes <input type="checkbox"/> No <input type="checkbox"/> Please give details (e.g. attach survey results or minutes of meetings)				
9	Has there been a significant change in the religious affiliation of pupils since the determination was granted? Yes <input type="checkbox"/> No <input type="checkbox"/>				

10	If you answered yes to Q9, detail any changes below	Number or percentage				
	African (or other) traditional					
	Bahá'í					
	Buddhist					
	Christian					
	Hindu					
	Humanist (include atheist, agnostic pupils here)					
	Jain					
	Jewish					
	Muslim					
	Pagan					
	Sikh					
	Zoroastrian (or Parsee)					
	Other (Please specify)					
None						
10	Please give details of the current arrangements in place for collective worship, in accordance with the details of the determination. <i>(Include plans, schedules, rotas etc. that will show how the current policy is working)</i>					
11	How many pupils in the school are currently withdrawn from:					
	a) all acts of reflection					
	b) some acts of reflection – <i>please give details</i>					
12	How many teachers in the school currently exercise their right not to lead or actively participate in:					
	a) all acts of reflection					
	b) some acts of reflection – <i>please give details</i>					
	How many teachers in the school currently exercise their right not to be present at:					
	a) all acts of reflection					
	b) some acts of reflection – <i>please give details</i>					
13	Is there anything else you wish to bring to SACRE's attention in relation to your application? <i>(E.g. OFSTED comments)</i>					
<table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Headteacher's signature</td> <td style="width: 40%;"></td> <td style="width: 20%;">Date</td> <td style="width: 20%;"></td> </tr> </table>			Headteacher's signature		Date	
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