

# Diocese of Westminster Education Service

## Statutes of the Education Commission

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### 1. INTRODUCTION

The Archdiocese of Westminster Education Commission is appointed by the Archbishop. It acts in his name and is responsible to him in all areas relating to education, catechesis and adult formation (see schedules 1 and 2). It is responsible to the Diocesan Trustees for the financial aspects of providing and maintaining Catholic education in the Diocese. Through its Chairman, the Education Commission liaises with the Archbishop and his Auxiliary Bishops and the Diocesan Trustees. It liaises with schools and parish catechists mainly through the staff of the Education Service and, in particular, through the Directors within the Service.

### 2. TERMS OF REFERENCE

The Education Commission, as a decision-making body within the Diocese, is responsible to the Archbishop and Trustees for:

- formulating education policy for the diocese;
- ensuring an adequate and appropriate provision of Catholic education and catechesis in the Diocese;
- reflecting upon and supporting the development of Catholic education in the diocese, responding to the needs of contemporary society;
- agreeing the strategic direction of the work of the Departments within the Education Service;
- assessing the financial needs relating to the buildings of Diocesan schools and colleges, determining the resources necessary for the Education Service and making recommendations to the Diocesan Trustees;
- appointing the officers of the Service;
- monitoring and evaluating the performance of the Education Service against agreed objectives and time-scales, and maintaining a continuing assessment of its effectiveness, changing demands and the need to reconsider priorities;
- safeguarding the interests of Catholic education within legislation and national and local initiatives.

3. In order to carry out these functions, the Education Commission, recognising its responsibility for education within the context of a learning Church, will:

- seek ways of developing this work of the Church.;

- be pro-active in providing for the development and education of all in our Catholic schools and colleges in today's society;
- determine diocesan policies for education and catechesis on the advice of officers of the Education Service and in consultation with schools, colleges and relevant diocesan agencies and personnel;
- ensure that appropriate advice is available to schools on their obligations under legislation;
- maintain an up-to-date, overall knowledge of the quality of educational provision and standards in religious education in the Diocese through inspection reports, the advice of the relevant Directors, and attendance at Diocesan conferences and in-service events.
- maintain an up-to-date knowledge of the sufficiency and suitability of diocesan provision of schools and colleges through strategic plans, inspection reports and advice on school/college properties from officers;
- maintain links with catechetical initiatives in the Diocese.

#### **4. COMPOSITION OF THE COMMISSION**

The Education Commission will be composed of up to twelve members appointed by the Archbishop and will include:

- (a) the Chairman;
- (b) up to three priests of the Diocese with varied experience relating to education;
- (c) the head teacher of a secondary school in the Diocese;
- (d) the head teacher of a primary school in the Diocese;
- (e) a person with personal experience of 16 – 19 provision;
- (f) a diocesan foundation governor.
- (g) A lay person with experience of adult catechesis

Expertise to be covered by the above and/or other members will include:

- Finance;
- employment legislation;
- educational practices – curriculum across all phases, governance, management etc.
- religious education and the distinctive nature of Catholic education;
- 14 – 19 issues
- Inclusion
- catechesis and adult education

#### **5. APPOINTMENT OF CHAIRMAN**

The Archbishop will appoint the Chairman of the Commission, usually a Bishop. Where urgency requires it, the Chairman may exercise all the functions of the Commission, and will report to the Commission at its next meeting the exercise of that power.

## 6. LENGTH OF SERVICE

Members to be appointed for an initial term of five years with the possibility of reappointment or a second term. Re-appointments would need to be phased.

## 7. MEETINGS

The Commission will normally meet six times a year and will determine its own procedures.

### Schedule 1

Under canon law, the Archbishop has responsibility for:

- seeing to the catechesis of the Christian people so that, through doctrinal formation and the experience of the Christian life, the faith of the people may be living, manifest and active (c.773);
- directing the care for catechesis which extends to all members of the Church, especially parents (c.774);
- issuing norms concerning catechetical matters (c.775);
- ensuring appropriate means of catechesis are available (c.775);
- fostering and co-ordinating catechetical initiatives (c. 775);
- assisting parish priests to ensure catechetical formation of adults, young people and children(c.776);
- laying down norms for adequate preparation and catechesis for the celebration of the sacraments and for the strengthening, enlightening and developing of the faith o young people and of adults (c.777);
- ensuring that catechists are duly trained to carry out their office properly (c.780).
- making all possible arrangements so that all the faithful may avail themselves of a Catholic education (c.794, §2);
- establishing schools imbued with the Christian spirit where there are none, including those catering for special needs (c.802);
- safeguarding the title “Catholic School” (c.803);
- regulating and watching over formation and education in the Catholic religion provided in any school (c.804, §1);
- approving the appointment of teachers of religion (cc.804, §2; 805);
- watching over and inspecting the Catholic schools situated in the diocese( c.806, §1);
- issuing directives concerning the general regulation of Catholic schools (c.806, §1);
- supervising the maintenance of distinguished academic standards in Catholic schools in the diocese (c.806, §2);
- establishing Catholic Universities and Institutes of Higher Studies (807);
- safeguarding the title “Catholic University” (c.808);

- ensuring that the principles of Catholic doctrine are faithfully observed in Catholic Universities and Institutes of Higher Studies (c.810);
- in accordance with the Statutes of the institution, to oversee appointment of teachers and to issue the mandate to teachers of theology (cc.810; 812);

## Schedule 2

Under English statute law, the Archbishop has responsibility for:

- promoting new schools and colleges
- approving Instruments of Government
- appointing Foundation governors
- receiving section 10 Inspection Reports
- conducting Section 23 inspections
- receiving HMI reports of schools causing concern
- appointment of Additional Foundation Governors in schools causing concern
- advising governing bodies on the appointment and dismissal of senior staff
- appointing representatives to School Organisation Committees
- appointing members of SACREs
- nominating members of local authority Overview & Scrutiny Committees
- appointing representatives on Admissions Forums
- appointing representatives on Schools Forums
- receiving consultations on, for example:
  - School Organisation Plans
  - School Organisation Proposals
  - Education Development Plans
  - Early Years and Childcare Development Plans
  - Asset Management Plans