

# St Mark's CE Primary School

Ramslye Road  
Tunbridge Wells  
TN4 8LN



## COLLECTIVE WORSHIP POLICY

Headteacher: Robin Dungate  
Chair of Governors: David Hill

**Created:** December 2011  
**Updated:** March 2015  
**Ratified:** 23<sup>rd</sup> March 2015 at the FGB  
**Review:** March 2017

**Signed by Chair of Governors:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# **St Marks Church Of England Primary School Collective Worship Policy**

**St Mark's is a Church of England Voluntary Controlled Primary School. Our Collective Worship is based on Christian Values and in line with the Beliefs and Practices of the Church of England.**

## **1 Aims and purpose**

**1.1** The aims and purpose of Collective Worship are:

- to provide an opportunity for the whole school community to worship God together;
- to enable the whole school community to consider spiritual and moral issues;
- to enable the whole school community to explore their own beliefs;
- to encourage participation and response through prayer, opportunities and seasonal reflection;
- to develop in the whole school community a sense of community spirit;
- to promote a common ethos with shared values and to reinforce positive attitudes;
- to offer guidance to help children in the practice and meaning of worship.

## **2 Collective Worship**

**2.1** We understand worship to be a special act or occasion whose purpose is to show reverence to God. Collective Worship involves all members of the school coming together and participating in an assembly.

**2.2** In line with the 1988 Education Reform Act, which states that Collective Worship should be 'wholly or mainly of a broadly Christian character', we base our assemblies on the teachings of Christ and traditions of the Christian Church. However, we conduct our assemblies in a manner that is sensitive to the individual faith and beliefs of all members of the school.

## **3 Organization of Collective Worship**

**3.1** We hold a daily act of collective worship in our school. This forms part of each morning assembly.

Monday	Whole school Act of Worship led by a teacher
Tuesday	Whole school Act of Worship led by a teacher
Wednesday	Whole School Act of Worship led by the Headteacher and a Church Leader
Thursday	Choral Act of Worship for Years 1-6 led by a teacher
Friday	Whole School Celebration Act of Worship led by the School Council

- 3.2** We conduct our Acts of Worship in a dignified and respectful way. We tell children that this time is a period of calm reflection. We regard it as a special time and expect children to behave in an appropriate way. We ask them to be quiet and thoughtful and to listen carefully to the teachings and participate fully in prayer and hymns. We create an appropriate atmosphere by using music and sometimes candles or other objects that act as a focal point for the attention of the children.
- 3.3** The Headteacher or other members of staff normally conduct our Acts of Worship, but on Wednesdays local clergy or other representatives of local religious groups conduct them instead. On Fridays the School Council take our 'Good Book' assembly in which we reflect on the theme of the week.
- 3.4** We take the themes of our Acts of Worship from the traditions of the Christian faith and we often reflect the festivals and events of the Christian calendar. Sometimes the themes reflect and build on topics that we teach as part of the school curriculum including SEAL. We plan our Acts of Worship as part of a series of themes well in advance of the day they take place. The main resources we use is 'Assemblies for Schools' by Margaret Cooling.
- 3.5** Our assemblies reflect the achievements and learning of the children. We encourage the children to participate in assemblies by showing their work to the other children and raising issues that they have discussed in their classes. Acts of Worship offer an opportunity to acknowledge and reward children for their achievements both in and out of schools. They play an important part in promoting the ethos of the school, which is that all children are valued and all achievements are recognised. At St Marks Primary School we celebrate the successes of all the children in assemblies – particularly in our Friday 'Good Book' assembly.
- 3.6** Parents are welcome to attend our special assemblies and the festival celebrations and other services at St Mark's Church and we encourage them to attend as this promotes the community spirit of the school and is a practical demonstration of the way the home and the school work together to support the achievements of our children.
- 3.7** We welcome governors' attendance at our Acts of Worship at any time.

#### **4 Right of withdrawal**

- 4.1** We expect all children to attend assembly. However, any parent can request permission for their child to be excused from attending religious worship and the school will make alternative arrangements for the supervision of the child during the period concerned. Parents do not have to explain or give reasons for this. This complies with the 1944 Education Act and was restated in the 1988 Education Reform Act.
- 4.2** The Headteacher keeps a record of all children who withdraw from Collective Worship.

## **5 Monitoring and review**

**5.1.1** It is the role of a named school governor with responsibility for religious education and collective worship to monitor the policy and practice of Collective Worship. The governor concerned liaises with the Headteacher before reporting to the governors on Religious Education and Collective Worship.

**5.1.2** The Lead Governor for Collective Worship is Rev Dr Peter Sanlon.

## **6 The Role of the Subject Leader**

**6.1.1** The Role of the Subject Leader is to:

- devise the themes and monitor their delivery
- liaise with the Diocese of Rochester, the School Governors and St Mark's Church
- keep up to date with current ideas through reading and attending courses
- ensure that Worship is discussed regularly at staff meetings
- take responsibility for the purchase and organisation of central resources for the Act of Worship

## **7 Records**

**7.1** Records outlining the content of all Acts of Worship are kept in a file in the Staff Room

## **Appendices**

Appendix 1	Format for Act of Collective Worship
Appendix 2	Two Year Cycle of Themes
Appendix 3	Liturgical Colours and Festivals throughout the Church Year
Appendix 4	Other Special Religious Festivals
Appendix 5	Examples of Prayers and Collects

**FORMAT FOR ACT OF COLLECTIVE WORSHIP**

**Preparation**

1. Worship table draped with the appropriate coloured cloth (See Appendix 3)
2. Closed Bible. Candle ready to be lit. Wooden Cross and Prayer Box
3. Music playing – quiet and reflective
4. Prayer or Collect on the screen

**Action**

1. Children file in silently and sit down
2. The Peace / Response
3. Greeting (Makaton can be used)
4. Light the candle, reminding the worshippers that it represents the Light of Christ
5. Open the Bible, reminding them that it is God's Word and Story
6. Say either the Lord's Prayer or the School Prayer together
7. Song
8. Talk
9. Think About - can be read by a child
10. Prayer –can be read by a child
11. Prayer box (Wednesday only)
12. Grace / Blessing
13. Close the Bible, reminding the worshippers that we can learn from it and let it influence our lives
14. Blow the candle out, reminding them that the Light of Christ never goes out but goes with each of us
15. Notices
16. Children leave in silence listening to music or singing a song

## Appendix 2

### TWO YEAR CYCLE OF THEMES

Using 'Assemblies for Schools' by Margaret Cooling – (Autumn, Spring, Summer) used as a two year cycle.

CYCLE A TERMS 1 and 2

1-5 ME - all 5

6 – 11 HARVEST – a selection of 6

12 – 21 PRAYER - a selection of 10

NB – ALL SAINTS DAY

22 – 27 DISCIPLES – a selection of 6

28 – 34 CHRISTMAS – a selection 6

CYCLE A TERMS 3 and 4

1 – 11 LOVE – a selection of 10

12 – 20 TRUST AND OBEDIENCE – a selection of 9

NB - ASH WEDNESDAY

21 – 25 BIBLE STORIES – all 5

26 – 33 LENT AND HOLY WEEK – a selection of 8

CYCLE A TERMS 5 and 6

NB – ST MARK'S DAY

ASCENSION DAY

TRINITY SUNDAY

1 – 10 SAYINGS AND STORIES OF JESUS - all 10

11 – 14 PENTECOST - a selection of 4

15 – 24 THE FRUITS OF FRIENDSHIP WITH GOD – all 10

25 – 29 DRAMA AND GAME – a selection of 5

30 - 39 NAMES AND TITLES OF JESUS – a selection of 10

CYCLE B	TERMS 1 and 2
1-5	FRIENDS – all 5
6 – 11	HARVEST – a selection of 6
12 – 17	DISCIPLES - a selection of 6
NB - ALL SAINTS DAY	
18 – 27	FORGIVENESS – all 10
28 – 34	CHRISTMAS – a selection of 6
CYCLE B	TERMS 3 and 4
1 – 10	MESSAGES FROM THE PROPHETS - all 10
11 – 20	JESUS’S JOB - all 10
NB – ASH WEDNESDAY	
21 – 25	RULES
26 – 33	LENT AND HOLY WEEK – a selection of 9
CYCLE B	TERMS 5 and 6
NB – ST MARK’S DAY ASCENSION DAY TRINITY SUNDAY	
1 – 10	LETTERS FROM ST PAUL - all 10
11 – 14	PENTECOST - a selection of 4
15 – 24	THE FRUITS OF FRIENDSHIP WITH GOD – all 10
25 – 29	DRAMA AND GAME – a selection of 5
30 - 39	NAMES AND TITLES OF JESUS – a selection of 10

Appendix 3

**LITURGICAL COLOURS THROUGHOUT THE CHURCH YEAR**

AFTER EPIPHANY	GREEN
SHROVE TUESDAY and ASH WEDNESDAY	PURPLE
LENT	PURPLE
EASTER SUNDAY	WHITE
EASTERTIDE	WHITE
PENTECOST SUNDAY	RED
TRINITY SEASON	GREEN
	(N.B. Trinity Sunday – White and All Saints Day – White)
SUNDAYS BEFORE ADVENT	RED
ADVENT	PURPLE
CHRISTMAS PLUS 12 DAYS	WHITE

## Appendix 4

### OTHER SPECIAL RELIGIOUS FESTIVALS

March	Mothering Sunday
April	Palm Sunday Maundy Thursday Good Friday St Mark's Day
May	Ascension Day

EXAMPLES OF PRAYERS AND COLLECTS

School Prayer

Dear Lord Jesus

We shall have this day only once.

Before it is gone,

help us to do all the good we can

so that today is not a wasted day.

Amen

The Lord's Prayer

Our Father who art in heaven,

Hallowed be Thy name:

Thy kingdom come; Thy will be done;

On earth as it is in heaven.

Give us this day our daily bread.

And forgive us our trespasses,

As we forgive those who trespass against us.

Lead us not into temptation;

But deliver us from evil.

For Thine is the kingdom,

The power and the glory,

For ever and ever. Amen

Prayer of St Francis

Lord, make me an instrument of your peace,

Where there is hatred, let me sow love,

Where there is injury, pardon,

Where there is doubt, faith,

Where there is despair, hope,

Where there is darkness, light,

Where there is sadness, joy.

Prayer of St Ignatius

Fill us, we pray, with your light and life

that we may show forth your wondrous glory.

Grant that your love may so fill our lives

that we may count nothing too small to do for you,

nothing too much to give

and nothing too hard to bear.

**Advent Sunday**

Almighty God,

as your kingdom dawns,

turn us from the darkness of sin to the light of holiness,

that we may be ready to meet you

in our Lord and Saviour; Jesus Christ

**Christmas Day**

Lord Jesus Christ,  
your birth at Bethlehem  
draws us in wonder at heaven touching earth:  
accept our heartfelt praise  
as we worship you,  
our Saviour and eternal God.

**Ash Wednesday**

Holy God,  
our lives are laid open before you:  
rescue us from the chaos of sin  
and through the death of your Son  
bring us healing and make us whole  
in Jesus Christ our Lord

**Easter Day**

God of Glory,  
by the raising of your Son  
you have broken the chains of death and hell:  
fill your church with faith and hope;  
for a new day has dawned  
and the way to life stands open  
in our Saviour Jesus Christ.

**Ascension Day**

Risen Christ,  
you have raised our human nature to the throne of heaven:  
help us to seek and serve you,  
that we may join you at your Father's side,  
where you reign with the Spirit in glory,  
now and forever.

**Pentecost**

Holy Spirit, sent by the Father;  
ignite us with your holy fire;  
strengthen your children with the gift of faith,  
revive your church with the breath of love,  
and renew the face of the earth,  
through Jesus Christ our Lord.

**Harvest**

Creator God,  
you made the goodness of the land,  
the riches of the sea  
and the rhythm of the seasons;  
as we thank you for the harvest,  
may we cherish and respect  
this planet its peoples,  
through Jesus Christ our Lord.

**St Mark's Day (25<sup>th</sup> April)**

Almighty God,  
who enlightened your holy Church  
through the inspired witness of your evangelist Saint Mark:  
grant that we, being firmly grounded in the truth of the gospel,  
may be faithful to its teaching both in word and deed;  
through Jesus Christ your Son our Lord,  
who is alive and reigns with you,  
in the unity of the Holy Spirit,  
one God, now and for ever.