HOLY TRINITY
A BATH AND WELLS ACADEMY

Learning, Achieving and Flourishing Together in God's Promises, Goodness and Love.

Collective Worship Guide

Learning, Achieving and Flourishing Together in God's Promises, Goodness and Love.

Approved by:	Trust Local Committee	**Date:**	September 2025
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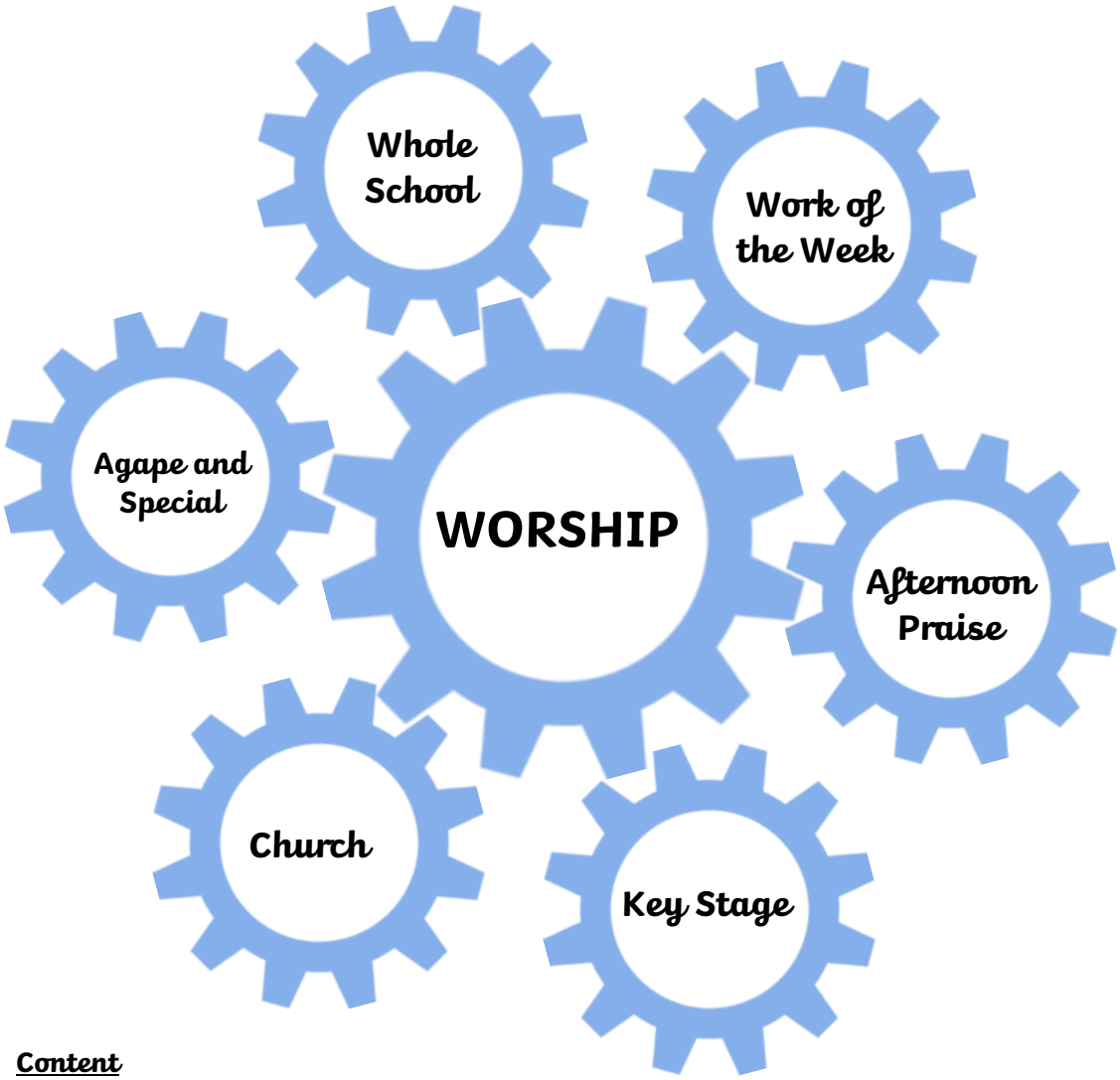

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This guide should be taken and used as part of Holy Trinity Church School .....and implemented within the context of our vision, instrument of government and values as a Church of England school.

1. INTRODUCTION

This guide has been drawn up with the governors' Ethos & Welfare Committee and is set within the context of being part of the Bath and Wells Multi-Academy Trust, our Trust Deed and statutory requirements. It has been formally approved and adopted by the Local Governing Committee, in consultation with the Head Teacher. It will be reviewed every year as part of the School Development Plan.

It is consistent with our school vision and values and takes into account the statutory requirement and worship guidelines from the Framework for the Statutory Inspection of Anglican and Methodist Schools (SIAMS) and the 'Inclusive, Invitational, Inspiring' Guidance Document published by the Church of England in May 2021.

We seek to offer a variety of approaches to school worship, but with the same underpinning principle of the Christian faith, with reverence and reflection. We gather together to worship God, to speak and listen to Him and to take what we learn or receive into the world with us, to put our faith into action in our daily lives.

The process of worship can take place through a variety of media - song, drama, video, music, poetry - as well as through hymns and prayers, readings, reflection and silence.

We are proud of our Church School status and worship is an important and fundamental aspect of our school life, providing opportunities for pupils and staff to encounter faith by engaging in conversations about God. We are clear in our expectations in terms of behaviour, atmosphere and attendance, as well as the content. The focus is on reverence to God, celebration, reflection and prayer. It provides many cross-curricular opportunities.

We seek to involve all those present, including those who have different or no religious beliefs. We invite children to pray, without insisting on it, although we do insist upon quietness and stillness as a mark of respect, and consideration to others wishing to pray.

As in all areas of guide, the School's vision and values are central and these, together with our School Prayer, sum up our approach, not just to worship, but to life and education in Holy Trinity Church School.

2. COLLECTIVE WORSHIP GUIDE STATEMENT

2.1 RATIONALE

To provide an opportunity for a shared experience of celebration, praise and thanksgiving to God as Father, Son and Holy Spirit.

2.2 AIMS

- To promote spiritual development through the experience of Christian worship.
- To engage respectfully with prayer and forms of worship as expressed by the Church of England.
- To teach children how to prepare and respond to worship.
- To maintain and reflect the Christian ethos and vision of the School, in particular through the Rainbow Values of the School.

2.3 KEY ELEMENTS

- To comply with the Education Reform Act of 1988, the Education Act of 1996 and the Trust Deed of the School.
- To affirm the School's Church of England foundation within the Diocese of Bath and Wells.
- To reinforce the School Rainbow Values into every aspect of school worship.

3. ETHOS

Our School has a strongly Christian ethos, as can be seen from its vision and values. These are reflected in our worship, not only in the actual content but also in our attitude and approach, in our behaviour and in the status of worship in our School. Our aims and expectations for worship are applicable to all members of our School community, children and adults alike. Although time is given, in worship, for personal reflection and prayer, it is the sense that worship is something that we do together that is particularly important.

It is a special time, a time of reverence, a time to be together and to be with God - and a time that takes priority over everything else happening in school or the classroom at that moment. It is not hurried, and staff ensure that children have time to quieten themselves and prepare for worship, whether it is going to be in the class or in the Hall or in Church. There is also a respectful time given at the end of worship before other activities commence. The aim is that everyone takes something out from the worship, so that it can be seen how worship affects and influences and enriches our lives.

4. STATUTORY REQUIREMENTS

The Education Act 1996 requires the Head Teacher and the Local Governing Committee of every school to provide a daily act of collective worship for all pupils. This can be at any time of day and does not have to be a gathering of the whole school together. A number of acts of worship can take place in any one school day.

As a Church school, worship and RE must be based on our Foundation Document and Trust Deed, which specify the denominational nature of worship.

The responsibility for Worship and Religious Education rests with the Local Governing Committee and all relevant guide documents must be approved by it.

Parents may withdraw their children from acts of worship. Details of this are given later in this document (See Appendix C)

5. VISITORS PROTOCOL

When a visiting speaker is invited to take part in collective worship, a protocol of expectations is discussed in advance with the Head Teacher. Relevant staff/clergy safeguarding procedures will have

taken place with anyone coming into school to lead worship, or to take part of it, prior to the occasion, so that everything is clear and fully prepared (see Appendices).

6. PREPARATION FOR WORSHIP

We recognise the fact that we all need to prepare ourselves well for an act of worship.

For worship taking place in the Hall or in Church, this preparation begins as we leave the classroom. Children gather and are quiet, they are reminded of what they are about to engage in and children, staff and visitors are encouraged to think about their own preparations as they walk quietly to the Hall or Church.

Before worship begins, everyone sits still and silently. Children should be encouraged to use this time to still themselves and to think about what is to take place and prepare themselves for this time. Music is played and there is often a focal point, such as an image on the screen. At the end of worship, music is played again and there is time to reflect, before leaving the Hall silently and returning to the classroom.

Everyone is expected to maintain that silence in the corridors on the way back to their rooms, so that some of the atmosphere and the message of the worship might be carried out from the Hall or Church into the life of the School.

7. CONTENT OF WORSHIP - See Appendices

We come together as a School community to worship God, to offer our prayers, praise and thanksgiving and to listen, reflect and respond, both individually and as a whole school. Being together is important and our preparations for, and the content of, our worship have this in mind. Through them, we aim to encourage a less frenetic, more peaceful ethos in our School, as well as drawing those present into the worship of God.

Hymns and prayers are chosen carefully to link with the worship and/or value of the half-term, or to link with the appropriate season or festival. Children are encouraged to learn and think about the words and to say or sing them with feeling and reverence. Prayer is taught as a two-way activity in which the worshipper can both listen and respond to God. It takes place within the context of a relationship between the worshipper and God and is therefore a dialogue, so children are encouraged to direct their prayers to God, rather than out into space. Within this dialogue, there can be times of silence, in which the worshipper can stand in the presence of God and respond in his or her own way. At other times, prayers will use words and may include forms of confession, intercession, praise and response.

Where relevant, Heads of School prepare the Hall in good time, putting out chairs, setting up the laptop and projector, getting the candle ready (but not lighting it), putting the music on and collecting piano music. Everyone sits facing the cross. The cross spotlight should be switched on and sometimes subdued lighting is used to create a special atmosphere.

The weekly pattern of worships is as follows:-

Monday: Whole School Worship – *led by Head Teacher and Assistant Head Teacher focusing on the Rainbow values, diversity and important school concepts.*

Tuesday: Work of the Week – *(no hymn) led by Head Teacher or Assistant Head Teachers*

Wednesday: Afternoon Praise - *led by Head Teacher and Assistant Head Teacher*

Thursday: Key Stage Worship - *(no hymn) led by each Class Teacher in turn with help from their class. The focus of this is a Bible story.*

Friday: Church Worship – *led by Holy Trinity Vicar or Curate – either whole school or individual key stage*

OR

Friday: In Class Worship – *led by class teacher*

Agape Services

Led by classes or year group teams – once per term at the start of our Spirituality Days

An Agape service is planned once a term. All members of the School community join us for this act of worship which is led by a year group team. The Agape service marks the beginning of our termly Spirituality Days and introduces the theme of the day (such as Advent, Lent, Time, Remembrance...) The children sit in different ways for this service to emphasise that this is a special time in the School's year. Some food is shared with all of the children and the adults in attendance, and we eat silently whilst listening to music and reflecting on the theme of the Agape service.

Special Church Services

Led by Head Teacher, children and staff from the parish clergy

At least once a term, we have a special service in Church to which governors, parents and friends are invited. The format will vary according to the theme of the service; e.g. Christmas, Harvest, Easter and the Leavers' Service.

These services are planned and led by year group staff and children. Clergy introduce the service and conclude with a blessing.

When it is hoped to use the Church, school staff must contact the Vicar or one of the Churchwardens, as soon as possible to discuss dates, times and plans and to make all the necessary arrangements about any rehearsals, preparation on the day, setting up and setting down chairs, clearing up afterwards, etc.

Labyrinth Services

These are held outdoors around the School Labyrinth; e.g. Acts of Remembrance, Royal occasions.

8. PLANNING

Planning for collective worship is organised by the RE Co-Ordinator and overseen by the Head Teacher and by the Ethos & Welfare committee on behalf of the Local Governing Committee. A worship plan for the half-term is prepared in advance and circulated to staff.

The theme for Monday whole school worships and Friday In-Class Worships are based on the school value for the half-term or a seasonal event. Staff have flexibility to respond to local or national events if this is deemed appropriate. A different Bible story is used each week during Thursday key stage worships, alternating between Old Testament and New Testament stories each year. The Lion Storyteller Bible is used by all staff and a copy is in each classroom.

The Heads of School have responsibility for helping with whole school worship and will read prayers and readings, as appropriate, or help in other ways. Children from other classes are included as much as possible and children's engagement and participation is encouraged.

9. MONITORING AND EVALUATION

The purpose of monitoring and evaluation is to improve the quality of what is taking place.

Therefore, throughout the year, we monitor the worships that take place focusing on all the worships that take place during one week. Observations are undertaken by governors, teachers, teaching assistants and children. In addition, at the end of each half term, children in each class are asked to complete a questionnaire about the worships that have taken place that term. (See 'Collective Worship: Monitoring and Observation Sheets" in the Appendices containing the assessment criteria).

Thoughts, ideas, responses and suggestions are also welcomed from staff, governors and parents, where these can be helpfully assimilated into the further development of worship within the School.

10. TRAINING AND SUPPORT

For new members of staff and Early Career Teachers, support and guidance will be given to them by their induction tutors/mentors.

For Early Career Teachers, as part of their induction programme, they will attend a Diocesan or BWMAT course for Early Career Teachers new to Church schools. The opportunity to observe other teachers conducting classroom worship will also be given.

Other opportunities for training are given, in line with SDP priorities and subject to funding availability. Staff attending courses will be asked to share and feedback at staff meetings the key points from courses.

11. CONCLUSION

Collective Worship has paramount importance in the daily life of our School and is recognised as important by all members of our School community. Not only does it offer us an opportunity to affirm our Christian vision and distinctiveness, but it also gives us the opportunity to come together as a whole school, to take time together and to draw strength from that sense of unity – with one another and with God.

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12. RESOURCES

The Head Teacher is responsible for resources. Please ask if there is something you need.
RESOURCE BOOKS FOR WORSHIP are available in the School library and through the Head Teacher.
There are a number of excellent websites which staff share and discuss at team meetings, such as:

www.assemblies.org.uk

www.tes.co.uk

www.barnabasinschools.co.uk

Flippin' Praise

The Lion Storyteller Bible

Out of the Ark Music Books

13. APPENDICES

A. Collective Worship Team
B. Equal Opportunities
C. Parental Right of Withdrawal
D. Most Used Prayers
E. Schedule for Worship
F. Collective Worship: Monitoring and Observation Sheets
G. Pattern for Worship: For use by Visitors

A. COLLECTIVE WORSHIP PLANNING

The Head Teacher is responsible for overseeing worship throughout the School.

The RE Co-Ordinator, in conjunction with the Head Teacher, is responsible for compiling the guide document and for presenting it to the Local Governing Committee for approval.

The RE Co-Ordinator is also responsible for disseminating it to staff and for overseeing future developments through in-service training, reading, research and guide review and amendment.

The Head Teacher is responsible for monitoring the planning and delivery of worship, and offering support to staff, where possible or necessary, to ensure all practice is in line with our vision and guide.

The School will also endeavour to maintain links with the Parish and Church and to assist with the planning of school services.

B. EQUAL OPPORTUNITIES

Worship in our School is about sharing what is meaningful and significant in our lives. It is about sharing our common concerns and responsibilities and developing positive attitudes and values. In line with our aims and the philosophy that underpins all our policies, it should affirm the equality of each individual in God's sight, whatever the gender, ethnic background, physical or mental ability.

The Staff and Governors are committed to ensuring that every child in the School should be able to participate in and benefit from collective worship. The content is given careful thought to ensure that hymns, stories and prayers are appropriate for a range of abilities, aptitudes, interests and backgrounds.

C. PARENTAL RIGHT OF WITHDRAWAL FROM COLLECTIVE WORSHIP

Parents have the right to withdraw their child/children from the act of collective worship. If they wish to do this, they must be asked to contact the Head Teacher.

D. MOST USED PRAYERS

Our School Prayer

Dear God
Let our hearts be full of love
And our school be full of kindness
Through team work and co-operation,
Let us fill our school with learning.
May we place our trust in you every day.
Help us to be responsible
And to show respect for everyone.
Help us to make the right choices
By following in your footsteps
Bless our school and let it grow in happiness
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.
And 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.

The Grace

The grace of our Lord, Jesus Christ, and the love of God
And the fellowship of the Holy Spirit be with us all, evermore.
Amen.

E. SCHEDULE FOR WORSHIP

Whole School Worship

The themes follow the agreed programme for collective worship. Each week, the central idea is linked both to the children's own experiences, as well as making a biblical reference. If the Bible story or reading is not used in the worship itself, then the reference is given for the children to look up later. Hymns will be chosen to link with the themes as far as possible and are a mixture of traditional and modern.

Celebration Church services usually include sections presented by children. Planning will be done by the relevant teachers and Head Teacher, in conjunction with the Vicar. Key staff will provide support with selecting words and reflections for these particular services.

Work of the Week

This is a celebration of work and achievements from the previous week. Each teacher will nominate a child from their class and explain the reason why they have been chosen. Out of school achievements are also celebrated, Rainbow awards are presented and purple tickets are awarded to children for showing good effort in their work.

Afternoon Praise

This is a time to practice the hymns and songs that are used in other worships throughout the week.

Key Stage Worship

Teaching staff take it in turns to lead Key Stage Worship and a rota is produced by the RE Co-ordinator and/or Leader of Learning. A story from the Lion Storyteller Bible is the basis for the worship and the theme is developed and discussed with the children. A group of children from each class take it in turns to help lead the worship.

Church Worship

This is led by the Vicar, a Priest, a Church representative or the Head Teacher and may take place in church or in school (weather being a key factor here!). Parents and friends are welcome to join Friday worship at the Church each week. Weekly Church worship will be either Whole School or Key Stage 1 or Key Stage 2.

In-Class Worship

For worship taking place in the classroom, the focus is on responding to a question, stimulus or worship from earlier in the week, both individually and as a whole class. Children are encouraged to write or draw their thoughts and these are then collated into the Class Collective Worship Floor Book. During the class collective worship, it may be appropriate to play music, to provide a focal point or to allow for quiet reflection.

F. COLLECTIVE WORSHIP: MONITORING (taken from SIAMS guidelines)

What is the impact of collective worship on the school community?

This section deals with the *impact* of collective worship on *all* members of the school community. It evaluates how the importance of collective worship is demonstrated in the life of the school and how well it develops learners' understanding of Anglican/Methodist traditions and practice. It evaluates the extent to which collective worship makes an important contribution to the overall spiritual development of members of the school community. The following Observation Sheets are used for the purpose.

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Collective Worship Observation

Date _____ **Name of Worship Leader**_____

Type of Worship: **Monday:** Whole school
Tuesday: Work of the Week
Wednesday: Afternoon Praise
Thursday: Key Stage 1 Key Stage 2
Friday: Church Worship

Observation carried out by: Governor Teacher Teaching Assistant

Gathering	**Comments:**
☐ Is the room ready for worship? ☐ Has music been used and has it helped to support a worshipful beginning? ☐ Was there a greeting which made everyone feel welcome? ☐ Is there a real sense that this is an important time in the school day? *How was this achieved?* ☐ Has the candle been lit and a Christian greeting which reflects Anglican Liturgy been used? *(Whole School Worship and Church worship)* ☐ Is the atmosphere one of respect and interest?	
Engaging	
☐ Are children and adults actively engaged in the content of the worship? ☐ Was the message distinctively Christian? ☐ Was the engagement presented in a compelling way? ☐ Was the worship well structured? ☐ Did the person leading worship demonstrate good subject knowledge? ☐ Was a range of quality visual aids or other elements used?	

• Were the words of songs/hymns appropriate for pupils and theme? • Was a balance of questions used effectively so that children were able to recall, think deeply and reflect? *How well were pupils supported in making responses?* • Were pupils engaged, concentrating, well-motivated, having to think, challenged, inspired?	
Responding **Spiritual and moral dimension:** • Was there sufficient time to pause for reflection on the theme? • Were opportunities for prayer/ reflection/ quiet/ song used effectively? • Was there time for the children to build their own meanings/ connections / links? • Were children actively involved in prayer?	
Sending • Does it offer pupils and adults something to think about / take into the life of the school? • Were the school's values clarified and affirmed? • Was the ending of the worship clear, and marked by a response and/or ritual e.g. Anglican Liturgy? • How do people leave worship?	
Other areas to consider • Are children given the opportunity to lead any part of the worship? • Was clear reference made to the Bible and Anglican Christian teaching and belief, e.g. The Trinity, Christian Festivals? • Would people of other faiths or no faith have felt comfortable in the worship? *Did the language include or exclude people?*	
Key Strengths **Areas for development**	

Note: Worships across the week are different in their format, purpose and approach. Therefore, not all of these statements will be applicable to all of the worships.

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Collective Worship Observation

Date _____ **Name of Worship Leader**_____

Type of Worship: **Monday:** Whole school
Tuesday: Work of the Week
Wednesday: Afternoon Praise
Thursday: Key Stage 1 Key Stage 2
Friday: Church Worship

Observation carried out by: ..... (Junior Governor)

Worship Evaluation

Class.....

1. What have you enjoyed this half-term in worship?

Whole School Worship

Key Stage Worship

Something good about today's worship	
Something I'll remember	
Something to make it even better next time...	

Church Worship

2. What do you remember?

3. How has worship made a difference to the way you think or behave?

4. What would you like to see next half-term?

G. PATTERN FOR WORSHIP

Welcome to our school worship time, we are very glad that you are able to join us today.
Here is the pattern we use for whole school worship. We hope you will feel able to participate.

Everyone comes into the hall in silence and sits quietly, without talking, until the worship begins.

Music will be playing there will be an image displayed for reflection
The leader of the school worship will welcome everyone

Lighting of the candle
A child will be chosen to help
Leader: The Lord is here.
Response: His Spirit is with us.

Opening Prayer
one of the following will be used

School Prayer

Dear God
Let our hearts be full of love
And our school be full of kindness
Through team work and co-operation,
Let us fill our school with learning.
May we place our trust in you every day.
Help us to be responsible
And to show respect for everyone.
Help us to make the right choices
By following in your footsteps
Bless our school and let it grow in happiness
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

Hymn

Talk *(please sit)*

Prayer

Sung Blessing

The Grace

The grace of our Lord, Jesus Christ, and the love of God and the fellowship of the Holy Spirit,
Be with us all, evermore.
Amen.

Dismissal (*please sit)*

Music will be played and everyone leaves the hall quietly and without talking