



Diocese of Bristol

TRANSFORMING CHURCH.
TOGETHER.

WELCOME TO THE DIOCESE OF BRISTOL

Induction pack for new headteachers

CONTENTS

Welcome and Congratulations	2
Church of England Vision for Education	3
Building from the base	4
Working with the Diocesan Board of Education (DBE)	5
Diocese of Bristol Church Schools	6
Map of the Diocese of Bristol Schools	6
The Diocese of Bristol Education Team	7
School and Trust Governance	9
Why do Church schools have Foundation Governors?	9
Ex-officio Foundation Governors	10
Working with Academy Trusts	11
Church School Distinctiveness	12
SIAMS Inspections	12
Collective Worship	13
Religious Education	14
Understanding Christianity	14
Church School Partnership Award	15
Spiritual Leaders and Wellbeing	16
Growing Faith	18
Listening to Under 18s	18
Training Packages and Support Pages	19
Commissioning Service of New Headteachers	19
Relationships with your Church Community	20
Service for a Commissioning of a new Headteacher	21
Prayers	24
Glossary of Terms and Acronyms	28
Traditions in the Church	28
Structure and Roles in the Church of England	30

Welcome and Congratulations

Welcome to the Diocese of Bristol! Congratulations on your appointment; we very much look forward to working with you in your new and vital role.

You are part of the wider family of Church of England schools and the worldwide Church of England. We seek to show love to ourselves and others in every area of human life. Of course this includes a desire for academic success, within the whole of 'human flourishing'.

We know that all schools are different with needs that emerge from their unique contexts. We value highly your unique personal qualities and the blend of skills you will undoubtedly bring and develop further in this role. We, the Education Team, are in partnership and service with you as Headteacher, along with governors, staff, your church community and the support of parents and carers (and for some of you, multi-academy Trust partners).

Church of England schools are places where children are nurtured to enable them to thrive. We are all stewarding the school forward for long-term and sustainable educational excellence. Together we can have a real impact, firstly for the pupils, but also for the staff and wider community.

We want to support you to use your skills, leadership and enthusiasm. Thank you in advance for the time which the role will inevitably consume! We celebrate with you, your calling and vocation to serve in one of our Church Schools and we hope that this handbook will support you in your new role. We look forward to working with you during your time settling in and into the future.



Liz Townend

Diocesan Director of Education (DDE)

Church of England Vision for Education: Deeply Christian, Serving the Common Good

This is the current articulation of the Church of England's vision for Education; a vision that is deeply Christian, with the promise by Jesus of 'life in all its fullness' at its heart. This is worked out theologically and educationally through four basic elements: wisdom, hope, community and dignity.

[Church of England Vision for Education : Deeply Christian, Serving the Common Good](#)

Other useful leadership related documents from the Church of England Education Office (CEEEO):

[Called, Connected, Committed : 24 leadership practices for educational leaders](#)

[Our Hope for a Flourishing Schools System \(Church of England Foundation for Educational Leadership – CEFEL\)](#)

[Valuing All God's Children](#) : Guidance for Church of England schools on challenging homophobic, biphobic and transphobic bullying

The Diocese of Bristol overall Vision

'Humanity Reconciled, Creation restored'

The Education Team, led by the Diocesan Board of Education (DBE), are one of several teams across the Diocesan Support Services, supporting churches, parishes, schools and communities. Your main link will be to the DBE and the advisers and officers in the Education team.

Diocese of Bristol Education Vision

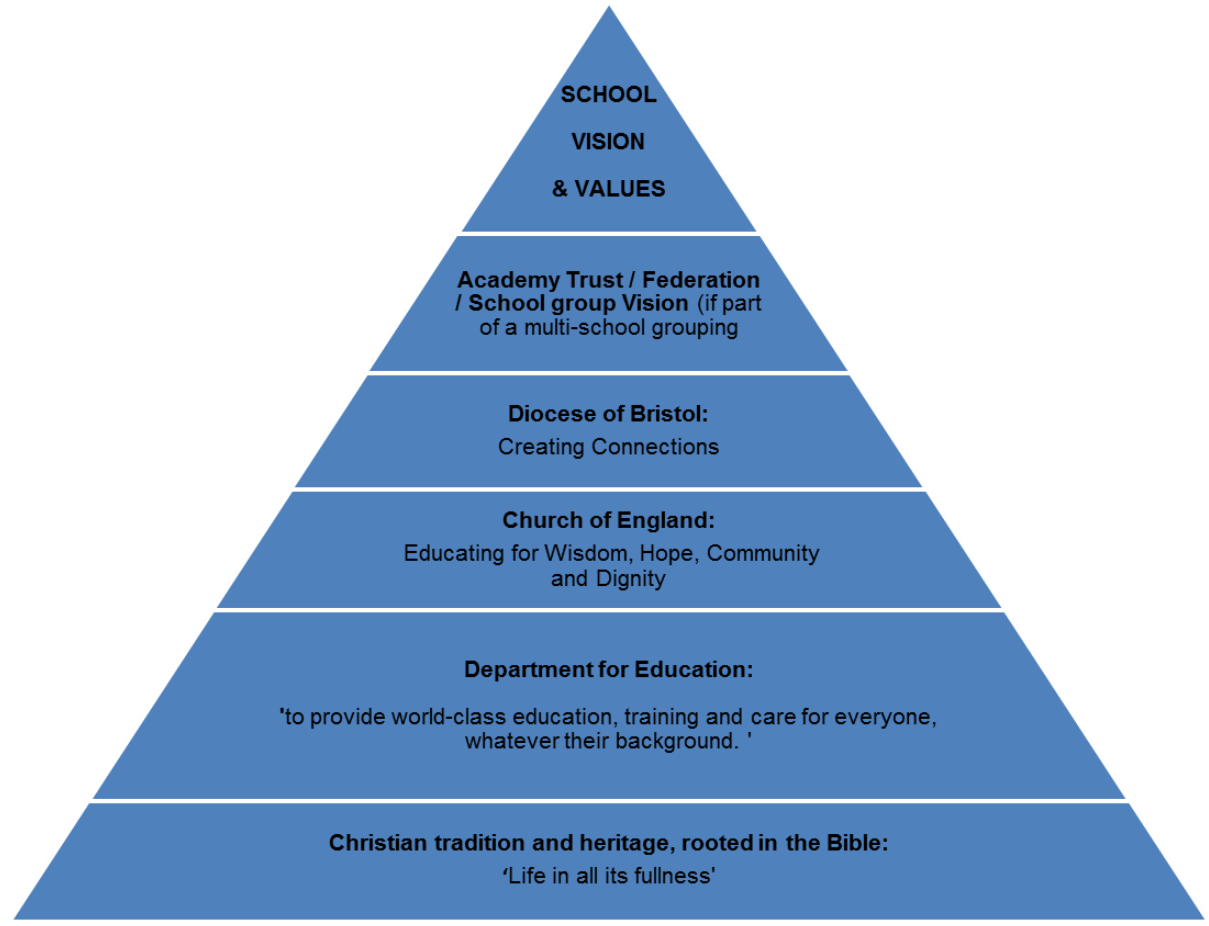
Our Vision is simple: Flourishing. Together

Mission statement: To inspire, influence and enable all involved in education to flourish and thrive through partnership, advocacy, guidance and training.

Strategic Priorities

1. Shaping culture and advocating for justice
2. Developing opportunities to explore, experience, encounter faith
3. Developing and sustaining the quality of education, Christian character and leadership
4. Enabling structural collaboration, governance and compliance
5. Building relationships through robust communication, systems and processes

Building from the base



Working with the Diocesan Board of Education (DBE)

The Diocesan Board of Education is a statutory body governed by the Diocesan Board of Education Measure 1991 and the Bristol Diocesan Board of Education Measure 1997. Its purpose is to oversee and support church school education, including supporting the provision of RE for all pupils across the diocese.

There are 42 Diocesan Boards of Education in England and Wales that have statutory functions to support and monitor the quality of Christian education in Church Schools.

In Bristol, the DBE works as the 'governing body' of the Education Department. The DBE is chaired by Bishop Neil Warwick, Bishop of Swindon, who is a passionate supporter of schools and their staff. The DBE meets at least four times a year.

Members of the DBE work as a statutory body as part of the governance of the diocese to support and challenge schools and promote high quality education across the diocese.

The DBE has the following main responsibilities:

- to promote education which is consistent with the faith and practice of the Church of England
- to promote the development of Religious Education and Collective Worship in schools of the diocese
- to support church schools and to advise the governors, trustees of church educational endowments and others concerned with matters affecting these church schools; and
- to promote co-operation and partnership between the Board and bodies or persons concerned in any respect with education in the diocese.

Members represent as wide a mix as possible of people who want to see children and young people flourish across the diocese, and include a bishop, an archdeacon, vicars in parishes, ex and current headteachers, parish workers, church congregation members, diocesan synod members and those with expertise in education and other useful fields of work.

Diocese of Bristol Church Schools

There are 71 Church of England schools in the Diocese of Bristol, ranging from small rural to large inner city schools. The vast majority are good and outstanding primary schools. There are three secondary schools in the diocese.

[Map of the Diocese of Bristol Schools](#)

The diocese stretches from west of Bristol to east of Swindon and includes schools in four local authorities: Bristol, Swindon, (North) Wiltshire and South Gloucestershire.

Some schools are LA Voluntary Aided (VA), others LA Voluntary Controlled (VC). Many have converted or are converting from being LA maintained schools to become Single Academy Trusts or part of a Multi Academy Trust.

Our schools are typified by high achievement and excellent relationships - places of aspiration and hope for all. We offer places of security where safe boundaries give all the opportunities to grow in personal confidence while recognising the importance of being of service to each other and the community.

The Education Team work in partnership with every school, regardless of Trust status, the model of leadership, school improvement provider, Ofsted or SIAMS grade, based on a universal offer to all and current need. All CE school leaders have of course a responsibility to their own school community, and also a shared responsibility for the flourishing of all schools in our diocesan family.

The relationship between the Diocese and schools underpinning this is based on trust, relationship and effective and open communication.

The Diocese of Bristol Education Team

Working with all CE schools across the Diocese, in a wide range of roles, the DBE education team are here to support in a variety of ways.

Your Education Team:

Liz Townend – Director of Education: As the Director of Education for the Bristol Diocese Liz supports all CE Schools in the diocese through many roles including developing leadership, safeguarding, academisation and the promotion of Church School Vision, helping schools to become places where children and staff experience ‘life in all its fullness’

[Contact Liz](#)

Laura Harris – Deputy Director and Schools Adviser: Laura is responsible for providing strategic oversight, support and training for Religious Education, Collective worship and all matters to do with Church School Distinctiveness, including supporting the SIAMS Inspection process. Laura is a trained and qualified SIAMS Inspector and is RE Adviser to Bristol and Wiltshire SACREs.

[Contact Laura](#)

Julia Watts – Schools Adviser: Julia supports Church of England schools and academies and their parish communities to enable them to provide a distinctively Christian Education; including encouraging church, school and family relationships through the Church and Schools Partnership Award and through the SIAMS framework. She is also an RE Adviser for all primary, secondary and FE schools, colleges and academies through South Gloucestershire and Swindon SACREs.

[Contact Julia](#)

Jo Willis – Foundation Governance and Academy Trusts Advisor: Jo supports and advises schools and Academy trusts on all aspects of governances including school admissions, compliance, the academisation process and oversees the appointment of foundation governors and Trustees.

[Contact Jo](#)

Ali Driver – Governance and Schools Support Officer: Ali supports all the Diocesan Board of Education (DBE) Officers, providing support for all training events, governor appointments, the administration of the SIAMS Inspection process and the Church and School Partnership Award.

[Contact Ali](#)

Rachel Brohier – DBE Administrator: Rachel provides administrative support to the Diocesan Board of Education Officers.

[Contact Rachel](#)

Sarah Wattley – Strategy Enabler for Under 18s: Sarah leads the development and delivery of our strategy that will enable children and young people across the Diocese to thrive, knowing they are loved and have support to flourish socially and spiritually. She supports those working on behalf of churches in the Diocese with children, young people and families and growing this provision

[Contact Sarah](#)

Rachel Newton – Youth Engagement Officer: Rachels role is to ensure that the voices of young people are being represented at all levels of governance across the diocese. She believes that voices of every young person across the diocese is valuable and important and should be listened in order to see churches flourish and young people have a place and voice in church

[Contact Rachel](#)

School and Trust Governance

The Governing Body is a corporate body that has responsibility for the governance of the school. All members of the governing body, regardless of what category of governor they fall into, have a duty to undertake the three core elements of governance. These are to ensure:

- that the vision, ethos and strategic direction of the school are clearly defined
- that the headteacher performs their responsibilities for the educational performance of the school
- the sound, proper and effective use of the school's financial resources

A governor operates as part of the governing board team, with corporate responsibility; their work is strategic rather than operational. For example, governors ensure that all statutory and necessary school policies are in place but do not write them.

All the governors of a church school must work collectively to ensure the effectiveness of the school as a place of learning, where the Christian vision enables the whole community to flourish.

Why do Church schools have Foundation Governors?

It is a requirement of the Trust under which Church of England Schools were established and endowed with a Church of England foundation. They are full governors just like any other and must be effective in supporting the strategic vision, financial management and in holding leadership to account.

Foundation governors also have a special responsibility to ensure:

- that the guiding principles of the founding church are incorporated into all aspects of the governance of the school; and
- that the terms of the trust deed governing the school are adhered to.

If you are an LA maintained school, your school's Instrument of Government (IoG) will make it clear how your governing board is constituted. All Church of England schools must have foundation governors. In **Voluntary Aided** schools they should outnumber all other categories of governor put together by a majority of at least two. **Voluntary Controlled** schools have a minority of foundation governors, usually 25%.

Academies have differing arrangements and the academy trust Articles of Association and Scheme of Delegation clarify this. In every case there is a Main Board of Trustees who have the statutory responsibility for governance of all schools within the Trust. Boards will likely have committees including individual school committees /councils to govern at local school level under delegated powers, outlined in the Scheme of Delegation.

In the Diocese of Bristol, we have different types of foundation governor:

- those appointed by the Diocesan Board of Education, often from the local church community;
- those appointed by a trust board and approved by the Diocesan Board of Education; and
- the ex-officio governor – for VC/ VA schools normally the incumbent (local vicar) unless a substitute has been nominated and agreed by the Archdeacon. (*Please note, this role is not present in Academies, see below for more information*)

The term of office for all foundation governors (other than ex-officio governors) is usually four years. A foundation governor can resign at any time during those four years. The clerk to the governors should inform the Governance and School Support Officer, [Ali Driver](#), of any changes to the Governing Board.

Ex-officio Foundation Governors:

In maintained school under the instrument of government, one foundation governor is the ex-officio governor. The parish priest would normally assume this role unless there are particular reasons against. Sometimes where there is a federation of more than one school there may be more than one ex-officio or an arrangement where the ex officio role rotates. The instrument of government will set out what should happen in circumstances where the parish priest is unable, unwilling or prevented from acting in that role. This usually involves the Archdeacon appointing a temporary ex-officio foundation governor in consultation with the Diocesan Board of Education.

There is usually no Ex-Officio role in Academy Trusts in law, and indeed this role is not in the model Articles although it can be added, however all Trusts are strongly encouraged to maintain close links with their local churches. The DBE encourage incumbents to serve as foundation governors on local committee boards and build a strong partnership in additional ways.

The church school is part of the parish priest's responsibilities and within church schools there is an expectation that the incumbent will take a pastoral role for the care of staff, children, parents and fellow governors. It is also an expectation of DBE that a member of the parish clergy team will lead or participate in at least one collective worship in the school each week.

Church schools also visit the church for worship on a half termly basis as well as at festivals and the start and end of term as far as is possible. Worship was seen as an essential element in the establishment of the Church school and the duties of the "parochial clergy".

There is no fixed term of office for an Ex-Officio. They remain in post for the duration of their role as incumbent of the parish.

For schools that serve more than one parish, they may have more than one Ex-Officio on their governing board.

Working with Academy Trusts

The Church of England has been a provider of education for many centuries and has adapted to the numerous structural changes that have taken place over that time. The current academy model of State school provision is another change in this long history and one in which Church of England schools will engage, adapt and thrive.

We are committed to the sustaining of a clear Christian ethos in our schools and endeavour to work collaboratively to ensure that any move to academy status retains that ethos. We are aware of the need for schools to work increasingly collaboratively with other local schools regardless of status or category and seek to enable appropriate mechanisms for this.

Any school considering establishing or joining a MAT should contact Jo Willis, our Foundation Governance and Academy Trust Adviser, at the earliest opportunity for guidance on diocesan requirements as well as to explore how we can support you on this journey.

We value the collaborative relationships that we have with all of the Trusts that are home to Church schools in our Diocese. The diocese is linked into the governance of each trust at member and trustee level, including in its role as Diocesan Corporate Member.

The education team works with executive teams, trust boards, local schools and their partner church communities to develop and support the Christian ethos of those schools in the trust with a religious designation.

Church School Distinctiveness

SIAMS Inspections

The Statutory Inspection of Anglican and Methodist Schools (SIAMS) is the Church of England and Methodist Church's outworking of the requirements of Section 48 of the Education Act 2005. It is a key element of the life of all Church of England and Methodist Schools in England. As a Church School you will be inspected under this framework approximately every 5 years. The most recent iteration of the SIAMS framework was released in September 2023. Please explore all the necessary documents on the [SIAMS website](#)

'Theologically Rooted Christian Vision' – SIAMS 2023 explores ways in which each school's theologically rooted Christian vision drives its work and enables the school to live up to its foundation as a Church school. It does so by seeking to answer six or (in the case of Voluntary Aided schools) seven Inspection Questions (IQs).

SIAMS Inspection questions:

IQ1: How does the school's theologically rooted Christian vision enable pupils and adults to flourish?

IQ2: How does the curriculum reflect the school's theologically rooted Christian vision?

IQ3: How is collective worship enabling pupils and adults to flourish spiritually?

IQ4: How does the school's theologically rooted Christian vision create a culture in which pupils and adults are treated well?

IQ5: How does the school's theologically rooted Christian vision create an active culture of justice and responsibility?

IQ6: Is the religious education curriculum effective (with reference to the expectations set out in the Church of England's Statement of Entitlement for Religious Education)?

IQ7 (VA or previously VA schools only) : What is the quality of religious education in voluntary aided and former voluntary aided schools, and in former voluntary controlled schools in which denominational religious education is taught?

The Schools Advisers provide support and training for all schools to ensure they are compliant and successful in their ongoing work with the SIAMS framework. Inspections take place on a 5 yearly cycle (currently 5-8 years, due to post-pandemic 'catch up'). Contact the team to check the likely dates of your next inspection, and to identify what support is available to you, when.

Collective Worship

Collective worship in schools should aim to provide the opportunity for pupils to:

- Explore the school's vision and how that underpins shared values and virtues. In doing so, it will reflect on moral values such as compassion, gratitude, justice, humility, forgiveness and reconciliation; and develop virtues such as resilience, determination and creativity that develop character and contribute to academic progress.
- Help pupils and adults to appreciate the relevance of faith in today's world by encountering the teachings of Jesus and the Bible and developing understanding of the Christian belief in the trinitarian nature of God.
- Offer the opportunity, without compulsion, to all pupils and adults to grow spiritually through experiences of prayer, stillness, worship and reflection.
- Enable all pupils and adults to appreciate that Christians worship in different ways, for example using music, silence, story, prayer, reflection, as well as through the varied liturgical and other traditions of Anglican worship, festivals and, where appropriate, the Eucharist.
- Enable pupils to develop skills through engaging in the planning, leading and evaluation of collective worship in ways that lead to improving practice.

Collective worship is the unique heartbeat of a Church school and is offered as part of a wider opportunity for pupils and adults to encounter faith by engaging in conversations about God, both as individuals and together. This document, principally for Church of England schools, draws on our Vision for Education to set out an approach to Collective Worship.

[Inclusive Invitational Inspiring](#)

For more Collective Worship and other curriculum resources please see our website:

[Education - Diocese of Bristol \(anglican.org\)](http://www.anglican.org)

Religious Education

In Church of England Schools, where pupils and staff come from a diverse background of religious and non-religious belief, Religious Education (RE) is a highly valued academic subject that enables understanding of how religion and worldviews affect our lives. At the heart of Church School education is an RE curriculum which has high profile and is prioritised to deliver high quality knowledge and understanding of Christianity as well as diverse and accurate learning about other (and our own) religions and worldviews.

Church of England [RE Statement of Entitlement](#)

[RE Resources](#)

[Wire Award](#)

Understanding Christianity

Many Church of England schools choose to use this high quality, theologically based resource to support the teaching of Christianity in religious education.

It:

- develops pupils' own thinking and understanding of Christianity
- explores the significant theological concepts within Christianity as part of developing pupils wider religious theological and cultural literacy
- supports teachers in developing their own knowledge and understanding of Christianity theology to be able to teach with confidence

[UC Resources](#)

Laura and Julia are specialist RE advisers and are able to support the development and impact of your RE curriculum through varied training and support. In particular they have expert training in Understanding Christianity and its effective implementation.

Church School Partnership Award



The Church and School Partnership Award celebrates the positive partnership between a school and parish that leads to flourishing relationships and involvement between pupils, parents, school staff and church community.

The award provides an opportunity for members of both communities to review their partnership and identify ways to deepen this with the support of the Diocesan education team. Every CE school in the Diocese of Bristol, with their parish church can apply for the award.

Julia and Ali are responsible for all elements of this award scheme, do contact them with any questions or support requests.

[Church School Partnership Application Form](#)

[2023 Church School Partnership Guidance](#)

[Church School Partnership Appendices Ideas and Exemplars](#)

Spiritual Leadership and Wellbeing

Church schools should be “deeply Christian, serving the common good”. (Church of England Vision for Education, July 2016). There is a call for an education to be offered that has a comprehensive view of human flourishing such that every child can be “as well equipped to be a prophet as to turn a profit”. (*Fruits of the Spirit CofE Ed Office 2015 p15*)

Hope is an underpinning factor in sustaining spiritual and moral leadership in a school. Without a vocation it is simply a job. A spiritual leader has to be “sustained by an internal reservoir of hope from which values and vision flow” *A Flintham, Sustaining Hope in School Leadership (Grove Education booklet eD22)*

A key question for a Spiritual Leader is to know what is your internal reservoir and how can you ensure that you are continually refreshed from that reservoir? For a school to have a distinctively Christian shared spiritual life there needs to be a clearly understood definition of spirituality. The leadership will need to ensure that the conditions exist for such a dialogue to take place.

3 Metaphors for Spiritual Leadership

The leader as **steward**

- recognising the value of each child to be worthy of care and support as any other
- a steward caring for the unique giftedness of each person and ensuring they come to fulfilment

The leader as **teacher**

- images, stories and metaphors are important tools for a spiritual leader to share to ensure the full development of their community

The leader as **servant**

- Not a ‘service provider’ but a person deeply committed to “the growth of self, other people, institutions and communities.” Anne Lumb (*Spirituality in a Church School – Grove Book Ed27*). It follows the example of Jesus who was a servant-leader kneeling down and washing the feet of his followers (Luke 22:27). This model gives space for humility and the recognition of the limitations of our own abilities. It gives space for failings and recognition that we do not have all the answers to many of the questions that are part of the mystery of life.

Spirituality and spiritual development is a core part of the distinctiveness of a Church school. For support or questions about any elements of spiritual leadership or the promotion of spiritual development in your school, do contact Liz, Laura or Julia for further information or training.

Take joy where you can!

- Celebrate successes and victories both in and out of school.
- Thank staff publicly and encourage them to praise each other
- Have treats in school. Set up social events out of school but don't be offended if not everyone wants to come!
- Try to ensure that the staffroom is a relaxing and comfortable place to be in. Spend money on it
- Try to create a spiritual, reflective place in the school grounds for pupils and staff – the sort of place where you might want to sit on a summer's day
- Have beautiful things on the walls and around the schools - pictures and objects that lift you up and make you smile, sigh and ponder

Remember cabin pressure?

- You must always put on your own oxygen mask first before helping others. This is true in schools.
- Make sure you take care of your own mental health and well-being and work on strategies to build your resilience.
- What do you do to 'de-stress?' Allow yourself time to do it!
- Think through and rehearse difficult conversations/scenarios ahead of time, so that you can reflect on different responses.
- Who are your 'go to people' in and out of school who will provide support? Keep their key contact details handy.

Growing Faith

Growing Faith is the movement that exists to put children, young people and families instinctively at the heart of all the mission and ministry of the church. It comes from the vision set by the House of Bishops and endorsed by General Synod in 2019 and it involves churches, schools and households working together to help children, young people and families have life in all its fullness.

More information regarding the growing faith foundation and how you can get involved can be found [here](#).

[The Growing Faith Foundation | The Church of England](#)

In Bristol 'Growing Faith' is a fundamental focus of those working with under 18s with a recognition that a child can best flourish when there is a distinctive Christian narrative across three areas of young people's lives (home, school and church). To that end the Diocese of Bristol has a Growing Faith chaplaincy scheme where some parishes and all new MATs will be employing chaplains to work across these three areas. These chaplains walk alongside school communities including staff and families to support spiritually and pastorally the development of young people, seeking to listen well to their spiritual questions and desires whatever faith, world view or non faith views they hold. For some who desire, there is opportunity for deepening their understanding of Christianity and faith commitment.

Listening to under 18s

Another fundamental role of working with under 18s is ensuring their needs are heard and met. This includes ensuring young people are given an avenue to speak and share and take responsibility for justice and advocacy in line with **(SIAMS IQ5) How does the schools theologically rooted Christian vision create an active culture of justice and responsibility?** To effectively enable this youth engagement work, the diocese undertakes listening exercises with young people across the area delivered through schools and churches.

Training Packages and Support Pages

The Diocesan Education Team have a broad range of training and networking opportunities to support the flourishing and effectiveness of your church school community. Do take a look at the current offer and packages available for ongoing support and development in this academic year.

[Visit our EventBrite page here for more information and to book onto training](#)

Please note the 'new headteacher induction package' – an offer for all CE Headteachers new to post to ensure access to various pastoral, spiritual and knowledge based opportunities at vastly reduced cost that will be of benefit to you in your first year. It includes a place at both our annual conferences, SIAMS training, leadership twilight events and your place at the Headteacher Commissioning Day (see below). We look forward to working with you in the year ahead.



Commissioning Service of new Headteachers

Tuesday 8th October, 9.15 – 3.15pm – expectation of attendance please

We warmly invite you to join members of the Diocesan team, to celebrate and commission all Headteachers new to the Diocese this year. During the morning you will meet other new leaders, receive vital input on your role and effectiveness of your church school, and share lunch with colleagues. In the afternoon we will be joined by the Bishop or an Archdeacon, as well as other Headteachers from across the Diocese, as we celebrate together the commissioning of role leading your school and receive God's blessing over your service. Whether or not you have a personal Christian faith, as a church school leader you have a spiritual leadership role for your community, and indeed the spiritual development of all is a statutory role for you. This will be explained and support will be given so no one needs to be anxious about this very special part of your role.

[BOOK YOUR PLACE HERE](#) (or sign up for the New HT training package, with commissioning place included)

Relationships with your Church Community

Your leadership role in your community is vitally important and as a church school leader in a school with a Christian foundation. The DBE expects and can support you to make strong partnerships with your parish and local church(es). Arrange to meet early on with your local vicar to get to know him/her and to discuss when the following service, or an alternative might be held in church or school Collective Worship to affirm you in your new role to your community. You are being commissioned into a very special role and we want you to have your local community and your governors supporting and praying for you. Do let us know what date you settle on in case we can join you.

Suggested format for a Community Service of Commissioning (adapt as desired)

Leader:

Schools are places where children and adults can flourish and experience the love of God. Education is a key part of the Church's mission in sharing the good news of the Gospel with all people. [Headteacher name], you have been appointed as the new Headteacher of [school name]. The school plays an important part in our community, and has a significant role in sharing the values of the Gospel, and showing Christian care. You have a central part in this, and, to do your job well, you will need the help and support of the school leadership team, staff, parents, governors, church and the wider community. Will you seek to uphold Christian values, attitudes and beliefs in your role as Headteacher?

Headteacher:

With the help of God I will

The governors/Trust/LA stand

Leader:

Governors and representatives from the Trust/LA will you support the Headteacher and help him/her in ensuring that all pupils receive an excellent education in mind, body and spirit?

All: **With the help of God we will**

The school staff stand:

Leader:

Staff, will you commit yourselves to maintaining the Christian ethos of the school and to assisting and affirming your Headteacher in his/her role?

All: **With the help of God we will**

The pupils stand

Leader:

Pupils, will you do your best to help your new Headteacher, and show your support for the values of the school?

All: **With the help of God we will**

The parents stand

Leader:

Parents will you commit yourselves to working in partnership with the school by supporting its Christian ethos?

All: **With the help of God we will**

The rest of the congregation stand.

Leader:

As members of the Church in this place, will you support and encourage the Headteacher and all who have a part to play in the life of the school?

All: **With the help of God we will**

Leader:

Let us pray:

Almighty God, who has given us the desire to fulfil these tasks, give us also the power to do them; through Jesus Christ our Lord.

All: **Amen**

Song

Presentation of Gifts

Leader:

To be entrusted with the leadership and management of a Church School and the nurture of its pupils is both a privilege and a responsibility. We pray that God will strengthen you faithfully for this task. We would like to mark this occasion by presenting you with some gifts:

A governor gives the keys of the school to the Headteacher;

We present you with the keys of the school as a symbol of your headship.

A representative of the school staff gives a Bible to the Headteacher;

May this bible be a blessing to you as you look to God to strengthen and support you and others in your school community

A member of the Church gives a map to the Headteacher;

This map shows both the school and Church and the partnership that we share

A member of the Diocesan Board of Education gives a prayer book to the Headteacher;

Regular prayer is the foundation for spiritual growth – may God bless you in all that you do

Prayers

Leader: Let us pray for our Headteacher, for our community and for ourselves. God who made us, give [Headteacher] your special gifts of leadership, wisdom, patience and care, for the well-being of your children, and the glory of your name. Lord, hear your people

All: **and answer our prayers**

Leader: God who loves us, help [Headteacher], the teaching staff, and all who work

and assisting the school, to ensure that all pupils reach their potential. Lord, hear your people

All: **and answer our prayers..**

Leader: God who loves us, through the shared values of church and school, may we learn and share together, and continue to grow in love and understanding. Lord, hear your people

All: **and answer our prayers.**

Leader: God who is with us, give wisdom and guidance to those who go from here to new places of education, work and living. Lord, hear your people

All: **and answer our prayers.**

Song

A pupil lights a candle;

We light this candle to show that Jesus is the light of the world

Leader:

As our new headteacher may you kindle the light of Jesus in your heart and help to kindle it in the lives of others. God of new beginnings may your light from this candle remind us of your steadfast love, protection and inspiration as our school journey continues with our new headteacher

The Blessing

Leader: The Lord be to you a light to encourage you in your ministry, a light to enlighten your mind, and a light to shine on your path;

Leader: Go in the peace of Christ

All: **Thanks be to God**

PRAYERS

We hope some these words and ideas may support you as you seek to work within a culture of prayer in your school setting:

A Staffroom Prayer

Heavenly Father

Whenever we feel broken or lost, send us a comforter with a friendly voice. Whenever those we work with feel broken or lost, may we be their voice of comfort. Whenever we make mistakes, help us to forgive ourselves ... smile ... and move on. Whenever those we work with make mistakes, help us to forgive them ... to help them smile ... to help them move on. Whenever we feel weak, anxious or sad, strengthen us so we can keep going. Whenever those we work with feel weak anxious or sad, strengthen us all so we can keep going together.

Amen

Before a Staff Meeting

Gracious God,

We thank you for this school community and for the gifts and abilities of all who are a part of it in so many ways.

Today as we gather to consider the various aspects of the good management and well-being of the school, we ask for your guidance in all our deliberations; that we may make wise and careful decisions, which will be to the benefit of all who learn and work here, and of the wider community of which we are a part.

We ask in Jesus' name,

Amen

Prayer for Governors

Dear Lord,

Please give all our school governors direction and vision for the future of this school.

Give us commitment to the reading and preparation for meetings and to following the action required.

Help us to see strategies that will uphold and encourage the teaching and support staff.

Give us grace to aim for all that is best in teaching and learning, and to develop good relationships

with school staff, parents and the local community

In Jesus' name we ask,

Amen

A Prayer for Multi Academy Trusts

Lord, we all have a common commitment to Your mission of reconciliation and the transformation of individuals, communities and nations. We ask that You would direct the {name of the MAT} to guide and support {the schools it} serves that all may flourish, and the community thrive and live well within it. Let all live in dignity and respect for others.

Give hope and aspiration to all those who teach and learn, that through the knowledge and skills gained, we can grow in Your wisdom and find 'life in all its fullness'

Amen

The Day of an Inspection

Lord God, we place ourselves in your care today.

We ask you to support each and every one of us in (name of school), as we go about our daily tasks. May all that we do, be done in your name and to your honour and glory.

In moments of panic or confusion, keep us calm.

In times of stress and challenge, support us and help us throughout this day to feel you are walking beside us. Open our ears to hear your still voice, our minds to focus on your direction, and our hands to complete your will.

Bless all who teach, learn, support and govern. Bless our visitors that they may judge with honesty, sincerity, fairness and respect. We offer this day to you Lord, in the name of Jesus your Son.

Amen

God grant me the serenity to accept the things I cannot change;
courage to change the things I can;
and wisdom to know the difference.

Living one day at a time;

Enjoying one moment at a time;

Trusting that He will make all things right.

Amen

For Headteacher's Office

Be it known to all who enter here,
that Christ is the reason for this school.

The unseen but ever present teacher in its classes,
the model for all its staff,
the inspiration for its pupils

A Leader's Prayer

Leadership is hard to define.

Lord, let us be the ones to define it with justice.

Leadership is like a handful of water.

Lord, let us be the people to share it with those who thirst.

Leadership is not about watching and correcting.

Lord, let us remember it is about listening and connecting.

Leadership is not about telling people what to do.

Lord, let us find out what people want.

Leadership is less about the love of power
and more about the power of love.

Lord, as we continue to undertake the role of leader,

Let us be affirmed by the servant leadership

We witness in your Son Jesus.

Let us walk in the path He has set

And let those who will, follow.

Let our greatest passion be compassion

Our greatest strength love.

Our greatest victory the reward of peace.

In leading let us never fail to follow

In loving let us never fail.

Our School - a People Place

If this is not a place where tears are understood,
where can I go to cry?

If this is not a place where my spirit can take wing,
where do I go to fly?

If this is not a place where my feelings can be heard,
where do I go to speak?

If this is not a place where you will accept me as I am,
where can I go to be?

If this is not a place where I can try to learn and grow,
where do I just be me?

A Prayer for the Diocesan Education Team and its Board

Generous God, source of all knowledge and wisdom,
Thank you for the precious gift and opportunity of learning
and for the schools and colleges across our Diocese.

Hear our prayer for the staff and governors who serve them.
For the children and young people who grow within them,
and for the diverse families and communities
they represent and bless.

We pray for our schools and colleges in all the challenges and opportunities
they face.
Remembering particularly those with close links to the Diocese, as well as
each member of our Education Team.

In the name of the Great Teacher, our Lord Jesus Christ,
may our work together sustain and build relationships
which serve communities
nurture excellence, and are authentically Christian.

Amen

Glossary of Terms and Acronyms

Educational

OFSTED	Office for Standards in Education
SIAMS	Statutory Inspection of Anglican and Methodist Schools
MAT	Multi-Academy Trust
SAT	Single Academy Trust
LA	Local Authority
EHCP	Education and Health Care Plan
EAL	English as an Additional Language
SACRE	Statutory Advisory Council for Religious Education
CSPA	Church School Partnership Award
PCSF	Programme for Church Schools Flourishing
HMI	His Majesty's Inspector
KCSIE	Keeping Children Safe In Education
WIRE	Widening Inclusivity in Religious Education

Traditions in the Church

Most CofE (also called Anglican) churches follow a particular tradition that will affect the way they express themselves in worship and lifestyle. Anglican worship will involve choices around the careful use of language, use of scripture (the Bible), preaching and teaching, sacraments (such as Holy Communion and Baptism) and prayer - but beware of stereotypes. Many churches use a mix of practice including semi traditional worship that accommodates all sorts of theological points of view combining formal liturgy (words and known Anglican practices) and informal activity. All should warmly welcome you, staff and children, whether or not you are of Christian faith.

A school may realise their local church(es) follows a particular tradition but church schools must first and foremost be welcoming and inclusive to all, meeting Equalities law and seeking for all to flourish.

Here are some of the main terms that you might hear that are used when describing types of church (and of course, you will build relationships with non Anglican churches and communities of other faiths as well). You may need to explain these to those working/volunteering in school:

Anglo Catholic	A Church that belongs to the Church of England with an emphasis on high church practices such as bells, incenses and confession. Anglo Catholics relate closely to the Catholic Church where Communion is central to church life and worship. Worship can be fairly formal and structured.
Liberal	Having a willingness to accept new, radical or diverse thinking about faith, the church and issues relation to the world and society, often looking at new ways of thinking rather than following tradition. Worship can be more experimental.
Evangelical	Often refers to a church that has a high emphasis on the bible and the teachings of Jesus. There is an importance stressed on salvation through a personal commitment to faith. "Born again" is a term sometimes used. Worship can be more open and lively.
Charismatic	Has a high emphasis on the presence and working of the Holy Spirit. Worship can be less structured to allow the Holy Spirit to intervene. Worship is often lively and the teaching bares a close relationship to Evangelicals.
Fresh Expression	A new non traditional form of church that may not meet in a church building, for example, Community Farm church, Messy Church in school, Sweaty Church (football etc), Lego church, Wild Church (outside) or a Flourish community based midweek in school
'Middle of the road'	Difficult to say! Every one is different, but hopefully welcoming to everyone and accessible to all
Denomination	One of the different branches of Christianity, e.g. the Church of England (Anglican), Roman Catholic, Baptist, Methodist, United Reform Church, Salvation Army, Orthodox, Free church, Community Church, Quaker etc.
Ecumenical	Different Christian denominations promoting working together in unity

Structures and roles in the Church of England

Bishop (diocesan, suffragen)	Oversees the spiritual and civic life of a diocese. The diocesan Bishop (of Bristol) is the lead Bishop, the Suffragen Bishop (of Swindon) is deputy. Both have full diocesan wide responsibilities.
Archdeacon	The next layer down – 2 or 3 in Bristol diocese, overseeing particular diocesan areas called archdeaconries
Incumbent, Vicar, Rector, Minister, etc	Ordained person with spiritual and pastoral oversight of the area they minister in. Paid by a stipend, a bit like, but not, a salary. An incumbent is the lead vicar with oversight of the parish. The word ‘vicar’ will cover all of these if they are ordained (meaning trained, ‘qualified’ and ‘sent out’ by the Bishop as a vicar!
Assistant/Local Minister	An ordained member of the ministry team under the oversight of the Incumbent.
Curate	Ordained minister still in training
Lay person	Anyone who is not ordained, so includes the vast majority of a church congregation and the wider ‘public’
Licenses Lay Minister (LLM, Reader)	Lay people who have trained and are licensed by the Bishop to minister, but are not ordained
Parish	Church/local community served by an incumbent
PCC	Pastoral Church Council, an elected body of lay people with parish oversight of buildings, finances, staff and mission. Supports the roles of the incumbent and church wardens
Benefice	A parish or group of parishes working together and served by one incumbent
Deanery	A group of parishes supported by an Area Dean and a Deanery Synod (council)

Deanery Synod	Administrative Council with oversight of a Deanery
Archdeaconry	A group of deaneries managed by an Archdeacon
Diocese	An administrative area, similar to a local county, run by a Bishop. Ours is called 'Bristol' but is actually across to the Severn Estuary and well east of Swindon
Diocesan Synod	Administrative Council with oversight of the Diocese.