

Collective Worship for special events in primary schools and academies



Suggested forms of service
for teachers, clergy and pupils
to welcome, celebrate, commemorate,
remember and give thanks

Foreword

by the Bishop of Norwich

One of the privileges of being a bishop is to be invited to share in special occasions and events in schools and often to lead collective worship when doing so. Pupils, teachers, governors and parents all like special occasions. Transitions in our lives are marked by them. Over the years I have taken part in the commissioning of new headteachers, dedicated new school buildings, inaugurated federations of schools, said farewell or welcome to pupils and commemorated people connected with schools who have died. Getting collective worship right in these circumstances is demanding and this publication is a huge help to all clergy and others who are called to such a ministry.

It was thirty-five years ago that I first had responsibility for a church school as a parish priest and I wish a booklet like this had been available to me then. It provides ideas, simple liturgies and resource material which can be used in a wide variety of situations. I know how much work has gone into its production and I am grateful to Juliet Corbett and her team for such an imaginative offering.

May God bless us in ministry within our schools.

+Graham Norvic:

The Rt Revd Graham James, Lord Bishop of Norwich

With grateful thanks to the following for their help and advice:

The Revd Roger Key

The Revd Susanna Gunner

The Revd Angela Reynolds

The Revd Charles Read

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Leavers Service for Year 6

Fond Farewells and Bright Beginnings

We are aware that schools will have their own ideas, theme, content and format for their Leavers Services and this is intended as a guide only. The act of worship is designed to take place within the school hall or church, led by your Incumbent or Bishop/Minister.

Suggested resources

School banner/sign/logo

Personal mementoes of the school chosen by each Year 6 child

Candles for each Year 6 child

Leaving certificates from the Diocese

Badges/bookmarks/bibles as leaving gifts from the school

Table for mementoes

Gathering

Procession led by the Incumbent or Bishop/Minister with a Year 6 pupil on either side of him/her to act as 'chaplains'. A Year 6 pupil will follow, holding the school banner/sign/logo. The other year groups will assemble and the Year 6 children will form the end of the procession in pairs carrying their mementoes of school and a candle. Year 6 children sit in chairs facing the rest of the school.

Clergy: We gather together in Jesus' name

Clergy: The Lord be with you

All: And also with you

Greeting

Good morning/afternoon everyone. We are gathered here today for a very special service to say goodbye to all our Year 6 pupils who will be leaving us and travelling on a new journey to their secondary schools. So, to send them on their way, we are going to sing One More Step Along the World I Go.

Worship Song

One More Step Along the World I Go

Prayer

Clergy: Each child in Year 6 has chosen a personal memento which reminds them of their time in school. Can you hold these up and show them to the rest of the school? I would like to invite each of you to come up and put your special item on the table.

Each child takes their memento over to the table and sits down again. Choose four pupils to stand with the minister holding their items. The four pupils stand with the minister.

Clergy: I am going to invite you all to say '**we thank you Lord**' after the children have told us about their special items

Clergy: Lord God, this (*pupil holds up item and names it*) reminds me of

All: We thank you, Lord

Clergy: Lord God, this (*pupil holds up item and names it*) reminds me of

All: We thank you, Lord

Clergy: Lord God, this (*pupil holds up item and names it*) reminds me of

All: We thank you, Lord

Clergy: Lord God, this (*pupil holds up item and names it*) reminds me of

Pupils put the items on the table and sit down. All Year 6 children hold out their candles.

Clergy: Jesus is our LIGHT. We pass the light of Jesus on to every child in Year 6 by the lighting of candles.

Each pupil at the end of the row has their candle lit by a staff member and they light the candle of the pupil next to them until the whole row is lit. Pupils stand.

Clergy: A time of change for our Year 6 children and a bright new beginning ahead of them. So let us pray for them.

Lord God, we thank you for our school. For the friends we have made, for our achievements and hard work, for the games we have played. Thank you to the staff who have taught us and cared for us. We ask you, Lord to bless our Year 6 children and help them to remember that you are always with them. May your light from these candles remind them of your steadfast love, protection and inspiration, as they travel on their new journey. We ask this through your son Jesus Christ.

All: Amen

Children blow out the candles

Presentation of badges/bookmarks/certificates

Blessing

Clergy: A blessing for all who work in our school, especially those who are leaving:

May the road rise to meet you
May the wind be always at your back.
May the sun shine warm upon your face.
May the rain fall softly upon your fields.
Until we meet again.
May God hold you in the hollow of his hand.
Amen.

Final worship song

We Shall Go Out With Joy

Welcome Service for Year 3

Warm Welcome and Special Prayers

We appreciate that schools will have their own ideas, theme, content and format for their Welcome Services and this is intended as a guide only. The act of worship is designed to take place for the whole school within the school hall or church, led by your Incumbent.

Suggested resources

School banner/sign/logo

Candles for each year 3 child

Welcome certificates from the Diocese

Gathering

Procession led by the Incumbent or Bishop/Minister with two Year 3 children on either side of him/her to act as 'chaplains'. Two Year 3 children will follow, holding the school banner/sign/logo. The other year groups will assemble and the Year 3 children will form the end of the procession in pairs. They sit in chairs facing the rest of the school.

Greeting

Clergy: Welcome in the name of Christ.
God's grace, mercy and peace be with you

All: And also with you

Clergy: Good morning/afternoon everyone. We are gathered here today for a very special service, to welcome all our new children in Year 3. We celebrate their arrival to school by singing one of our favourite worship songs.

Worship Song

Suggested song to be one which the Year 3's will be familiar with.

Prayer

Clergy: When we join a new school, we can sometimes feel like strangers. We hope that, with God's blessing, all our Year 3s will soon feel that they belong here. We remember how Jesus welcomed strangers. The Bible tells us that he said:

"I was hungry and you gave me food, I was thirsty and you gave me drink, I was a stranger and you welcomed me".

I would like to invite all the children in Year 3 to stand, so everyone can see them lighting and holding their special welcome candles.

Clergy: Jesus is our LIGHT. We pass the light of Jesus on to every child in Year 3 by the lighting of candles.

Each pupil at the end of the row has their candle lit by a staff member and they light the candle of the pupil next to them until the whole row is lit. Alternatively, you may wish the staff to light all candles.

Clergy: Jesus said, "I am the light of the world. Whoever follows me will never walk in darkness, but will have the light of life."

Lord Jesus,
We light a candle to remind us of your steadfast love.
We light a candle to remind us of your protection and guidance.
We light a candle to remind us of your inspiration.
We light a candle as a prayer beyond words.

We thank you for our school and for all those in our school family. Thank you for bringing the Year 3s to join us. May our school be welcoming, may it be encouraging and may friendship flourish here. Help all children who are feeling worried or afraid, so they will quickly feel a part of what we do so they can learn and play together.

Amen.

Children blow out the candles.

Song/music/performance piece by school or Year 3

Suggested poem read by Year 3

Sowing the Seeds of Friendship

We've joined Year 3 as classmates
As we start the autumn term.
A new school to get used to
And lots of things to learn.
We'll share and show our kindness
As we work and play together
We'll plant the seeds of friendship
To grow and last forever.

Presentation of welcome certificates from the diocese/school

Blessing

Clergy: May God keep you in all your days.
May Christ shield you in all your ways.
May the Spirit bring you healing and peace.
May God the Holy Trinity drive all darkness from you.
And pour upon you your blessing and light.
Amen.

Commissioning of a New Headteacher

We appreciate that this service will be a highly personal one, according to the nature and character of your school. We have therefore written a suggested outline for this service and suggested wording for the act of commissioning itself within the church setting, led by your Incumbent or Bishop/Minister among pupils, staff, parents, governors, the Diocesan Board of Education and other community members.

Gathering

Clergy: Welcome in the name of Christ.
God's grace, mercy and peace be with you.

All: **And also with you.**

Greeting

Clergy: We are gathered here on this special day to welcome you [*name of Headteacher*] as our Headteacher into our school community.

All: **We welcome you.**

Worship Song

Act of Commissioning

Clergy: We join together to welcome [*name of Headteacher*] to the school and to acknowledge his/her Christian Ministry of Headship. Each group, when asked for your commitment, please respond with: **We will with the help of God.**

Clergy: [*Name of Headteacher*] as the Headteacher of [*name of school*] you are responsible for ensuring the school is rooted in Christian values, principals and beliefs; that worship and Religious Education are central to the whole life of the school; and that the Christian faith influences the whole school curriculum and its ethos.
As the Headteacher you have a special responsibility to ensure that everyone in your school is valued and recognised as being created in the image of God and uniquely gifted by Him.
Do you commit yourself to this work?

HT: **I will, with the help of God.**

Clergy to parents: Parents, you are your children's first educators and partners with the school in their education. Do you commit yourselves to working with

the Headteacher, staff and governors of [*name of school*] school by supporting them in their work?

Parents: We will, with the help of God.

Clergy to children: Children, will you promise to do your best to help your new Headteacher and the staff at your school?

Children: We will, with the help of God.

Director of Education to representatives of governors:

Governors, as those who have appointed [*name of Headteacher*] as Headteacher of your school, do you commit yourselves to supporting him/her in ensuring that all pupils receive an education in the context of the Christian faith?

Governors: We will, with the help of God.

Clergy to staff: Staff, do you commit yourselves to the education and nurture of pupils in a Christian environment and to working with and supporting your new Headteacher?

Staff: We will, with the help of God.

Clergy to the congregation and local community:

As members of this congregation and as members of the local community, will you support the Headteacher, staff and governors as they seek to educate the children of our school in the context of the Christian Faith?

All: We will, with the help of God.

Clergy to Headteacher:

To be entrusted with the leadership and management of a school and the nurture of its pupils is a solemn trust. We pray that God will strengthen you by His grace to faithfully fulfil this task.

Director of Education to Headteacher:

Receive this Bible to mark your new headship. It is God's Word and the foundation of all true wisdom. Use it to guide and inspire you.

Clergy to Headteacher:

Lord give to [*name of Headteacher*] your special gifts of love, joy, wisdom, grace and understanding that he/she may serve your children with gladness to the honour of your Holy Name.

Prayer

Clergy: God of new beginnings. We thank you for bringing [*name of Headteacher*] to our school. We ask your blessing that he/she may have wisdom and strength in the leadership he/she exercises. Bless us in our school, church and wider community so that, in work and play, we may grow in respect and trust for one another and for you. We ask this through your son Jesus Christ who brings the promise of new life and love to all.
Amen.

Contribution from pupils (own work or appropriate favourites, music, singing, readings, pictures etc).

Lighting of candle

The Headteacher comes forward. The Incumbent/Bishop/Minister lights the candle

Clergy: Jesus said, "I am the light of the world. Whoever follows me will never walk in darkness, but will have the light of life".
[*Name of Headteacher*] now that you belong to [*name of school*] school, may you kindle the light of Jesus in your heart.
God of new beginnings, may your light from this candle remind us of your steadfast love, protection and inspiration as [*name of Headteacher*] works among us in school.

Address by Incumbent or Bishop/Minister

Worship Song

Blessing

Clergy: May the road rise to meet you.
May the wind be always at your back.
May the sun shine warm upon your face.
May the rain fall softly upon your fields.
Until we meet again.
May God hold you in the hollow of his hand
All **Amen.**

Dismissal

Clergy: Let us go in peace to love and serve the Lord.
All: **In the name of Christ. Amen.**

Bereavement Service

Remembering and giving thanks for the life of a pupil who has died

We have devised a short and very simple service to be held in the school hall or church, in which the whole school gathers to remember and celebrate the life of the child, to pray and share their grief together. We suggest that the children gather and leave in silence. This service can be adapted in the event of a member of staff who has died.

Suggested Resources

A Pascal candle with stand
Spring bulbs
Packets of seeds

Gathering

Clergy: We gather together in Jesus' name to remember [*name of pupil*] and to share our sorrow and sadness
God's grace, mercy and peace be with you.

All: And also with you

Greeting

Clergy: Good morning/afternoon everybody and welcome to our special service for our friend [*name of pupil*]. We are going to begin by singing one of our school's favourite worship songs, which [*name of pupil*] used to sing with us.

Worship Song

Prayer

Pupils may have their own prayers to read, if they feel confident and not overcome by sadness. We have suggested below some prayers to be said by the Incumbent or Bishop/Minister.

Clergy: Heavenly Father
We give thanks for the life of [*name of pupil*]; for the smiles, the fun and the friendships he/she brought to our lives.
Through our tears we ask, Lord, that he/she is welcomed into your loving arms, he/she also stays in our hearts.
He/she will always be special to [*name of school*] school and to [*name of church*] church.
Help us all, family, friends and community, to say farewell to [*name of pupil*] but never to forget him/her.
We ask this in Jesus' name.

Amen.

Suggested presentation

Seeds of Remembrance

Headteacher: Take a look at these bulbs I have brought in today. They look dried up and dead, but we are going to plant them in a special place in the school grounds, knowing that when the spring comes, each bulb will start to shoot and grow into a beautiful flower. They will come to life again, just as Jesus did and bring colour and hope to our school grounds. I have also brought some packets of seeds for us to sow. We know the seeds will grow into flowers and we will think of our friend [*name of pupil*] as we watch those flowers grow. But I like to think that [*name of pupil*] has given us all seeds of a different kind. You can't see them, but we can feel the seeds which are our memories of [*name of pupil*] inside our hearts. I wonder what kind of memories [*name of pupil*] has left with you? Let us be quiet for a while and think of the seeds [*name of pupil*] has sown in our hearts.

Some children may wish to share a special memory with the rest of the school and talk about it briefly. (One school offered a piece of chocolate to each child after they had spoken, as a reward for being brave).

Suggested Poem

Headteacher to read this, holding out a seed and a flower

A seed, so small and dry;
Brown earth where it may lie;
Soft rain, a tiny blade;
Then sunshine and then shade;
Green leaves, a growing stem;
Tight buds and then from them
Unfolds, one morning hour,
Perfect, this flower.

Lilian Cox

Lighting of the Pascal candle

We suggest that the lit candle is placed in a prominent place in school for the rest of the day. It could be transported from the church to school, or left in the church and another candle is used in school.

Clergy: Light a candle to remember [*name of pupil*]
Light a candle as a prayer beyond words
Light a candle to symbolise that Love is stronger than death
We will hold those we remember in the light.

Blessing

Clergy: May God bless us and heal us.
Bring us hope to all who suffer grief and loss
And hold us in love

Today, tonight and for evermore.
Amen.

Thanksgiving and Dedication for a Federation

Celebrating working together for the good of all

We appreciate that this service will be a highly personal one, according to the nature and character of your federated schools. We have therefore written a suggested outline for this service and suggested wording for the act of dedication itself within the church setting, led by your Incumbent or Bishop/Minister among pupils, staff, parents, governors, the Diocesan Board of Education and other community members.

Suggested resources

One large worship candle for each school

School banners/signs/logos

Gathering

Weather permitting, children process around the outside of the church singing 'Sing Hosanna'. Pupils and staff process into the church led by the Incumbent or Bishop/Minister, with two pupils on either side of him acting as 'chaplains'. One pupil from each school will follow, holding the school banner/sign and one pupil from each school will hold a worship candle. Each candle could be decorated with its own school logo.

Clergy: We gather together in Jesus' name to join our schools into one federated body.

Clergy: The Lord be with you.

All: And also with you.

Worship Song

One More Step Along the World I Go

During the hymn, the children bring the worship candles to the altar

Bishop/Minister's special prayer for the federation

Read by Executive Headteacher

God of truth and love,
we pray that you will bless our schools
where we come to learn about your world.
Help us grow together as your children.
Give us faith when things are difficult,
hope when we need encouragement
And joy when we do well. Amen.

Presentation/song by pupils

Here is a suggestion for a presentation which explores the meaning of a federation.

Definition – a group of various bodies or parts that have united to achieve a common goal.

(Adapted from Barnabas in Schools, school assemblies).

Achieving More Together

There was a group of Christians about two thousand years ago who quarreled and squabbled and fell out. They weren't working together as one big team, which is what they were supposed to be doing. So Paul wrote them a letter. And this letter is in our Bible today. Here's part of it:

(As you read it, a group of children could act it out as shown)

Your body is not made up of one part *(stand very stiffly)* but of lots of different parts.

It takes all sorts of parts to make up a body. *(Jig around, waving hands, feet, head and so on).*

If your foot says, 'I'm not a hand, so I don't belong to the body', *(look very sad and forlorn)* does it stop being part of the body? *(shake heads).*

Or if your ear says 'I'm not an eye so I don't belong to the body.' *(Look sad again).* Does it stop being part of the body? *(shake heads).*

If the whole body was an ear, *(make body into an ear shape)* how would we see anything?

If the whole body was an eye *(make body into eye shape)* how would we smell anything?

No, it takes all sorts of parts to make up a body *(jiggle again).*

So your hand can't say to your foot, 'You're only a foot, we don't need you!' *(look scornfully at your foot).*

And your head can't say to your hand, 'You are the weakest link. Good-bye.' *(Wink like Anne Robinson).*

God has arranged the parts of the body just as he wants them to be. Why? So that all the parts work together smoothly, each part caring for the others. *(Stroke arms, hold hands, look concerned).*

If one part gets hurt *(mime hurting a finger)* the whole body knows about it *(show in slow motion the way your whole body reacted to the finger).*

If one part gets praised *(point admiringly to someone's hair)* the whole body jumps for joy *(jump for joy).*

Together *(hold hands / put arms over shoulders)* each one of us here is the body of Christ. And each one of us is part of his body.

And together, each one of our schools is a part of one big body *(name each school)* and that body is our federation called *[name of federation]*. All our different parts can work together to achieve more, so that's worth celebrating.

Lighting of one candle for each school

Blessing of the worship candles by Incumbent or Bishop/Minister.

Worship Song

This Little Light of Mine

Address by Incumbent or Bishop/Minister

Act of Dedication

Clergy: Though we are many, we are one in Jesus.

All: We belong to one another

Clergy: God has given us all different gifts.

All: We will use them for the good of all.

Clergy: May God bless you as you work and grow together as the [*name of federation*] federation of schools.

All: We will achieve more together

Prayers and the Lord's Prayer

Led by pupils (one from each school)

Suggested prayer

Heavenly father

As our schools come together, please bless our new creation.

Create in us the will to work together.

Enable the gifts of all our schools to flourish
in our wider school community.

We ask that the collaboration we seek provides the challenge
and change you ask of all of us,
through your transforming love.

We ask this through Jesus Christ, our Lord.

Amen.

Blessing

A blessing for all who work in our federation.

May God, who gives patience and encouragement,

Give you a spirit of unity

To live in harmony as you follow Jesus Christ

So that with one voice you may glorify

The God and Father of our Lord Jesus Christ

Final Worship Song

You Shall Go Out With Joy

The Incumbent or Bishop/Minister leads the children out of the church.

Service for Closure of a Church School

Remembering and giving thanks for the life of the school

We have devised a simple service led by your Incumbent or Bishop/Minister to be held in the school hall or church, among pupils, staff, governors, parents, representatives from the Diocesan Board of Education and other community members.

Suggested Resources

A large candle

Personal mementoes of the school chosen by each child

Table for mementoes

Badges, bookmarks/books as leaving gifts from the school

Bibles from the diocese

Gathering

Clergy: We gather together in Jesus' name to say goodbye to our school and share our memories.

Clergy: God's grace, mercy and peace be with you.

All: And also with you

Greeting

Clergy: Good morning/afternoon everybody and welcome to our special farewell service for our [*name of school*] school community. We are going to begin by singing one of our school's favourite worship songs, One More Step Along the World I Go. Our pupils will be travelling on to a new journey to a new school and we wish them well.

Worship Song

One More Step Along the World I Go

Prayer

Clergy: Almighty God

In the ending of this chapter in our community's history,

We give thanks for the education [*name of school*] has provided for pupils here.

May all who have taught and worked here be proud of those gifts they have shared and received.

Wherever people move on to, let a little part of [*name of school*] be carried with them to help them on their way.

We ask this *through Jesus Christ, our Lord*

Amen

Presentation

Suggestions below:

Clergy: Each child from our school has chosen a personal momento which reminds them of a special time they enjoyed at [*name of school*]. I would like to invite you all to come up and put your special items on the table.

The children come up to the table. We suggest that you choose a number of children to stay behind with the minister, holding their items.

Clergy: I am going to invite you all to say '**we thank you Lord**' after these children have told us about their special items.

Clergy: Lord God, this (*pupil holds up item and names it*) reminds me of

All: We thank you, Lord

(*Repeat for each child*).

The Headteacher may like to talk briefly about the history of the school.

Some children may wish to share a special memory or a poem which reminds them of their school life.

The Chair of Governors may wish to give out a leaving gift to each child.

A representative from the Diocesan Board of Education may wish to give out a Bible to each child.

Lighting of the candle

Clergy: Jesus is our LIGHT.

May we kindle the light of Jesus in our hearts.

May we hold memories of our school in the light.

May we move forward on our new journey in the light.

Blessing

Clergy: A blessing for all within our school who feel sadness and loss:

Clergy: May the road rise to meet you

May the wind be always at your back.

May the sun shine warm upon your face.

May the rain fall softly upon your fields.

Until we meet again

May God hold you in the hollow of his hand.

Amen.

Final Worship Song

You Shall Go Out With Joy

Clergy: Let us go out with joy, celebrating all the good times we have had at [*name of school*] and looking forward to our new journeys in our new schools.

Service for the Dedication of a New School

Welcoming and giving thanks for new life in a new school

We are aware that schools will have their own ideas, theme, content and format for this act of worship and it is intended as a guide only. It is designed to take place inside and outside the school among pupils, staff, governors and a representative from the Diocesan Board of Education, led by your Incumbent or Bishop/Minister.

Suggested resources

A candle for one pupil representing each class/ year group

Gathering

Weather permitting, everyone gathers outside in the playground, singing 'Sing Hosanna'. The Incumbent or Bishop/Minister leads his singing 'flock' round the outside of the building, then through the school into the hall, accompanied by two pupils on either side of him acting as 'chaplains'. The headteacher, governors, staff and those holding candles follow behind the Bishop/Minister, followed by the rest.

Clergy: We gather together in Jesus' name to celebrate and give thanks for the new life in our new school.

Clergy: The Lord be with you.

All: And also with you

Greeting

Clergy: Good morning/afternoon everyone. A warm welcome to you all on this very special day. We begin with one of our worship song, One More Step Along the World I Go, as we travel on our new journey together in our new school.

Worship Song

One More Step Along the World I Go

Minister's special prayer for the new school

Almighty God

Bring to these new buildings a sense of your presence.

Bring to our hearts a new purpose.

Bring to our learning and teaching a renewed commitment.

We give thanks to the dedication and expertise of all those who have contributed to this project and we ask for your blessing on those who will benefit from this school, now and in the years to come.

We ask this *through Jesus Christ, our Lord*

Amen.

Presentation by pupils

We suggest that the children read their own poetry/short piece of prose about their impressions of their new school.

Suggested Poem

I bought new pens
And a pencil case
I brushed my teeth
And I washed my face.
I'm looking pretty smart
In my new school gear
We've opened a new school here.

New classrooms to learn in
Clean and bright
Playgrounds to play in
Spacious and light
A whole new start
In a brand new school
Everything's shiny and cool.

A brand new beginning
Where I'll try my best
I'll listen and learn
And I won't be a pest!
A great opportunity
In such a new school
Everything's shiny and cool.

I bought new pens
And a pencil case
I brushed my teeth
And I washed my face.
I'm looking pretty smart
In my new school gear
I'm ready for the new school year.

Lighting of candles for each year group

The year group representatives bring their candles to the worship table and stand facing the school. The Incumbent/Bishop/Minister lights the candles.

Clergy: Jesus said, "I am the light of the world. Whoever follows me will never walk in darkness, but will have the light of life".
We light a candle for each class/year group

May all who belong to our new school kindle the light of Jesus in their hearts. God of new beginnings, may your light from these candles remind us of your steadfast love, protection and inspiration as we work together in our new school.

Worship Song

This Little Light of Mine

Address by minister

Act of Dedication

Clergy: Though we are many, we are one in Jesus

All: We belong to one another

Clergy: God has given us all different gifts

All: We will use them in our new school for the good of all

Clergy: May God bless you as you work and grow together in your new school journey

All: We will work and grow together

Prayers and the Lord's Prayer

Led by pupils

Suggested prayer:

God of new beginnings

We give thanks for our new school.

May our school be welcoming.

May our school be encouraging.

Let friendship flourish here.

Let learning fill our day.

For us, it is a special place.

Make it special for you, Lord and bring your peace,

Love and friendship in everything we do here.

As we learn and as we play, may we always be in your

Safe keeping.

We ask this *through Jesus Christ, our Lord*

Amen.

Blessing

A blessing for all who work in our new school.

May Christ

Who out of defeat brings new hope and a new future,

Fill you with his new life

And the blessing of God almighty,

The Father, the Son and the Holy Spirit

Be among you and remain with you always.

Amen.

Final Worship Song

You Shall Go Out With Joy

The minister leads the children out of the school hall into the playground.

Service for Departure of Headteacher

A farewell and thank you from all involved in the life of the school

We have devised a simple service to be held in the school hall or church, among pupils, staff, governors, the Incumbent, parents and a representative from the Diocesan Board of Education.

Suggested Resources

Momentoes from pupils from each year group

Table for momentoes

Candle for Headteacher

Gathering

Clergy: We gather together in Jesus' name to say goodbye and thank you to [*name of Headteacher*] our Headteacher and to share our fond memories.

Clergy: The Lord be with you

All: And also with you

Clergy: [*Name of Headteacher*] has chosen [*name of song*] as our worship song today, so let's make it a song for him/her to remember!

Worship Song

As chosen by the Headteacher

Prayer

Clergy: Father God

As we say goodbye to [*name of Headteacher*] we thank you for his/her tireless work for this school.

We remember the special ways in which he/she has made his/her mark on our school and our community and how he/she has been special to each one of us.

Thank you, Lord for all the special gifts he/she has shared with all who work here over [*number of years at the school*] years at this school.

Bring him/her happiness and good health and fond memories of this place and a sure knowledge of strong friendships made and a job well done.

We ask this *in Jesus' name*.

Amen.

Presentation

Your school will be sure to have its own ideas of the kind of things the children would like to show and share. A suggestion is for each class or year group to create something, such as a piece of art or creative writing, which they can hold up and talk about/read out and put on the worship table. The Chair of Governors may wish to lead on this.

Lighting of the candle

Clergy: Jesus said, "I am the light of the world. Whoever follows me will never walk in darkness, but will have the light of life".

Incumbent or Bishop/Minister hands the lighted candle to the Headteacher.

Clergy: Lord Jesus,
We light a candle to remind us of your steadfast love
We light a candle to help [*name of Headteacher*] to remember that you are
always with him/her
May you hold memories of our school in the light
May you move forward on your new journey in the light

Blessing for headteacher

Clergy: May God pour upon you His blessings and light
Bring healing and peace to all who will miss you
And hold us in love
Today, tonight and evermore
Amen.

Final Worship Song

As chosen by headteacher.

Thanksgiving and Dedication for an Academy

Celebrating a new beginning and journey in the life of the school

We appreciate that this service will be a highly personal one, according to the nature and character of your school. We have therefore written a suggested outline for this service and suggested wording for the act of dedication itself within the school hall or church, led by your Incumbent or Bishop/Minister. The gathering will include pupils, staff, parents, governors, members of the Diocesan Board of Education (DBE), members of the Diocese of Norwich Multi Academy Trust (DoNMAT) and other community members.

Suggested resources

Large worship candle

School banner/sign/logo (this may be a new design)

Gathering

Weather permitting, the children process around the outside of the school or church singing 'Sing Hosanna'. Pupils and staff process into the hall/church led by the Incumbent or Bishop/Minister, with two pupils on either side of him/her acting as 'chaplains'. One pupil will follow, holding the school banner/logo/sign and another pupil will follow holding the worship candle.

Clergy: We gather together in Jesus' name to celebrate and give thanks for a new journey in the school's life as it becomes an academy.

Clergy: The Lord be with you.

All: And also with you.

Worship Song

One More Step Along the World I Go

During the hymn, the pupil brings the worship candle to the altar/worship table

Incumbent or Bishop/Minister's special prayer for the Academy

Read by the Headteacher

God of new beginnings

Bring to this school a sense of your presence.

Bring to our hearts a new purpose.

Bring to our teaching and learning a renewed commitment.

We give thanks to the dedication and expertise of all those

Who have contributed to this academisation.

We ask for your blessing on those who will benefit from our new academy

Now and in the years to come.

We ask this *through Jesus Christ, our Lord*

Amen.

Presentation by pupils

Suggested Poem

*Our school is always travelling
Through sunshine, wind and storm.
Sometimes we need a shelter
To keep us dry and warm.*

*Somewhere we can gather,
A place where we belong.
Just like a great big family
To help if things go wrong.*

*A place where we can celebrate,
Of joy and laughter, too.
It's like a huge umbrella
Which belongs to me and you.*

*This place is our Academy
Where we can work together.
And journey on our pathway
Through all kinds of weather.*

*So now we need to celebrate
So and come and join the fun.
We are [name of Academy] Primary Academy
Watch out – 'cos here we come!*

Lighting of the worship candle

Clergy: Jesus said, "I am the light of the world. Whoever follows me will never walk in darkness, but will have the light of life".
May all who belong to our new academy kindle the light of Jesus in their hearts.
God of new beginnings, May your light from these candles remind us of your steadfast love, protection and inspiration as we work together in our school.

Worship Song

This Little Light of Mine

Address by Incumbent or Bishop/Minister

Act of Dedication

Clergy: Though we are many, we are one in Jesus

All: We belong to one another

Clergy: God has given us all different gifts

All: We will use them in our new academy for the good of all

Clergy: May God bless you as you work and grow together in your new journey

All: We will work and grow together

Prayers and the Lord's Prayer

Led by pupils

Suggested prayer

Heavenly father,
We give thanks for our new Academy.
Bless our new creation.
Create in us the will to work together.
Enable our gifts to flourish,
Let friendships flourish,
Let learning fill our day.
Bring to our learning and teaching a renewed commitment.
Bring your peace, love and friendship in everything we do here.
As we learn and as we play, may we always be in your safe keeping.
We ask this *through Jesus Christ, our Lord*.
Amen.

Blessing

A blessing for all who work in [*name of Academy*] Primary Academy.

May Christ

Who out of defeat brings new hope and as new future,

Fill you with his new life

And the blessing if God almighty,

The Father, the Son and the Holy Spirit

Be among you and remain with you always.

Amen.

Final Worship Song

You Shall Go Out With Joy

The Incumbent or Bishop/Minister leads the children out of the school hall into the playground.