



## 4-10 Assemblies

### Policy

Assemblies are an integral part of life at Guildford High School and foster a sense of community and pride in the school. They are one way in which the school seeks to address the spiritual, moral, social and cultural development of pupils. Assemblies provide an opportunity to reward and celebrate pupils' gifts, abilities and achievements and the successes of the school community. They also provide an opportunity for collective worship. They aim, by providing an insight into our own culture and the cultures in the world around us, to encourage pupils to be responsible citizens. Assemblies also aim to promote an appreciation for diversity and a consideration for all. Each week a theme is explored by teaching staff, pupils or visiting speakers which aim to address moral issues, allow time for spiritual reflection, and to share interests of the pupils and staff with the whole school community. Assemblies are a way in which pupils and staff can become confident and positive contributors to the school community. Staff and pupils who take an assembly must therefore ensure the assembly has a spiritual, moral, social or cultural element.

**Whole Senior School** assemblies take place on Monday, Tuesday and Friday in the Main Hall. The assembly co-ordinator is responsible for organisation of the programme which is published to staff termly. Staff, pupils and visiting speakers lead assembly and Sixth Form assembly prefects liaise with the assembly co-ordinator and the Headmistress to ensure the smooth running of assemblies. Any member of staff wishing to lead an assembly should email the assembly co-ordinator.

Whole school assemblies have included representatives from the local churches, members from national charities, old girls, political parties and reports from individual expeditions and collective experiences from school trips and visits. They also allow a platform for School Council, Green Team and the Charity Committee to share and inform the school of their progress. The schools choirs, musicians and sports women are recognised and their talents shared in assemblies.

If a member of staff wishes for a notice to be read out in assembly, they should inform the assembly co-ordinator in plenty of time.

**Year Assemblies** take place every Wednesday.

Wednesday assemblies are led by the Heads of Years and Form Groups and may follow the theme of the week or address a topic being delivered in PSHE. Year assemblies help to foster form and year group identity through celebrating success; they may also be an opportunity to raise any issues or problems within the year group.

### House Meetings and Assemblies

House Meetings take place one Thursday every half term and last from 8.30am to 9.20am. They allow contact between the Head of House and the House members to be maintained during the school year.

The meetings allow the Head of House (together with the Sixth Form House Captain and three Vice-House Captains) to foster a sense of House spirit, celebrate the achievements of the House and plan for forthcoming events.

**Every member of staff, with the exception of those taking part in an authorised activity, should attend Whole School Assemblies and their appropriate Year and House assembly.**

**All pupils are expected to attend assemblies as well as other whole school acts of collective worship such as the Carol Service and Commem Service at the end of the academic year.**

### **Junior School Assemblies**

Whole Junior School assemblies take place each Monday, Wednesday and Friday, attended by all staff and pupils and occasionally by caretakers, cleaners and other support staff. Class assemblies take place each Tuesday and Hymn practice each Thursday. Class assemblies support the weekly PSHE theme and are a supplement to the weekly PSHE lesson. Whole school assemblies follow the Christian calendar and incorporate PSHE themes and relevant and current topics, such as Remembrance. House assemblies take place twice each term.

Junior School assemblies are supported by local clergy, visitors from local and global charities and by senior school staff. Most assemblies in the Junior School are led by the Head of Junior School or the Deputy; pupils lead and contribute to a large number; in addition, each class takes a whole school assembly at least one each year.

### **Other Gatherings**

Pupils and staff may also attend the Corporate Communion with the RGS and parents can attend Prayer Meeting with staff.

Christian Union is also an opportunity for pupils to discuss and explore spirituality and faith.

*This policy will be reviewed in June 2017.*