




Collective Worship / Assembly Policy

Policy Originator	Campsbourne School
Governing Body Committee	Curriculum and Standards
Status	Approved
Last reviewed	Summer 2023
Ratified on	10.05.2023
Review period	Annually
Signed by Chair of Curriculum and Standards	

“Collective worship and assembly are distinct activities. Although they may take place as part of the same gathering, the difference between the two should be clear. Collective worship can, nevertheless, be related to the day to day life, aspirations and concerns of the school.”

We provide assemblies on a daily basis, as a whole school or within phases. The aim is that the subject matter of the assembly is thought provoking and encourages children to be reflective.

Assemblies - Our aims are to provide:

- A time to gather, to be still and to reflect in an atmosphere of peace and tranquillity
- A time to consider ourselves within our school, local and global community
- A time to celebrate our achievements

Aims for the children:

In our assemblies we aim for the children to:

- Develop feelings such as awe, wonder, reverence, respect and gratitude.
- Develop a sense of community and belonging within the school.
- Develop an understanding of the school as part of a wider community.
- Celebrate their successes and achievements.
- To learn to reflect on the choices that life presents between right and wrong.
- Feel supported at times of sadness and loss.
- Develop an awareness and respect for the world around us
- To learn about our rights and also our responsibilities
- To learn how to draw upon their own knowledge and experiences.
- Have opportunities for reflection, contemplation, meditation and, if appropriate, prayer.
- To learn about tolerance, respect and consideration
- To learn about inspirational leaders and world faiths
- Learn about citizenship

Withdrawal from Assemblies

At Campsbourne School we value assemblies as a time for the whole school to meet together and as a time for reflection on topics that apply to us all in the school community. We plan sensitively and aim to make them as inclusive as possible within the legal framework. If, however, parents wish to withdraw their children they should follow the school procedure:

1. Withdrawal can only be considered if a parent/guardian submits a written request
2. A letter should be sent outlining the core aims and principles of assemblies. The letter should have a return slip stating whether the parent still wishes the child to be withdrawn
3. Any subsequent withdrawal should be acknowledged by the head teacher with a signed letter. The parent/guardian has the right to ask for the child to be included at any point in the future

Prayer Room

A room for prayer is made available for all children and staff to use during their break-times upon request. The rooms may equally be used as a quiet space to sit and contemplate, to pray, to take a few moments to de-stress from a busy day, or to help recover from a traumatic life event, such as bereavement. The room provided is small, only capable of being used by a few people at a time. The

Prayer Room will remain neutral and therefore it is not permitted to permanently display imagery, statues, or written materials in the rooms, or just outside the room. All users must be sensitive to others who may also wish to use the room after them.

Assembly Program

Assemblies are taken by the head teacher or senior member of the teaching staff and consist of:

- Topics linked to the PSHE Curriculum and major religious festivals that are celebrated by members of our school and local community; key events and figures from our Equalities programme including Black British History / UK Civil Rights Movement and Gender Equality and LGBTQ+ and significant national days of remembrance including Remembrance Sunday and Holocaust Memorial Day and charity Events.
- Keeping Safe assemblies which focus on online safety, safeguarding and keeping safe both inside and outside school
- Values Assemblies where values linked to our curriculum and other assemblies are explored.

(See Appendix A for a Draft Assembly Program)

Wherever possible stories are used to illustrate the key themes with children given the opportunity for reflection generally related to a thought or question for the week.

	Head Teacher (School Values)	Deputy Head Teacher (Online Safety / Anchor)	Lead Practitioner (PSHE)
Monday	Years 4, 5 and 6	Years 2 and 3	Reception and Year 1
Tuesday	Reception and Year 1	Years 4, 5 and 6	Years 2 and 3
Wednesday	Whole School Singing Assembly (Music Teacher)		
Thursday	Years 2 and 3	Reception and Year 1	Years 4, 5 and 6
Friday	Whole School Celebration Assembly		

Visitors

In order to build stronger links with our local community we also invite visitors into school where appropriate e.g. local religious groups, the police, fire brigade etc.

All visitors are required to read the following statement (see appendix B) and demonstrate their agreement by electronically signing it using the Inventory System.

Campsbourne School Assembly Timetable and Themes

	Assembly	Location	Member of Staff
Monday	Values Assembly	Phases	SLT Members
Tuesday	PSHE Assembly	Phases	SLT Members
Wednesday	Whole School Singing Assembly	Junior Hall	Music Teacher
Thursday	Keeping Safe Assembly	Phases	SLT Members
Friday	Whole School Celebration Assembly	Junior Hall	SLT Members

Autumn 1

PSHE Assemblies

Week	PSHE
Week 1	Welcome Back / School Rules and Respect for All Statement
Week 2	Anti-Bullying
Week 3	What are our Responsibilities: School Council, Playground Buddies, Anti Bullying Ambassadors, Playground Monitors etc
Week 4	Harvest Festival
Week 5	Black History Month (Introduction)
Week 6	Famous Black Britons
Week 7	Black History Month (Celebration)

Values Assemblies

Week	Values
Week 1	No Assembly
Week 2	Anti Bullying - Friendship
Week 3	School Council – Responsibility
Week 4	Harvest Festival – Appreciation
Week 5	Black History Month - Equality
Week 6	Black History Month – Positivity
Week 7	Black History Month – Aspiration

Keeping Safe Assemblies (Online Safety assemblies use Project Evolve Resources)

	Rec and Y1	Years 2 and 3	Years 4, 5 and 6
Date	Topic	Topic	Topic
Week 1	Self-Image and Identity	Self-Image and Identity	Self-Image and Identity
Week 2	Self-Image and Identity	Self-Image and Identity	Self-Image and Identity
Week 3	Self-Image and Identity	Self-Image and Identity	Self-Image and Identity
Week 4	Self-Image and Identity	Self-Image and Identity	Self-Image and Identity
Week 5	Self-Image and Identity	Self-Image and Identity	Self-Image and Identity
Week 6	Anchor Approach: Growing Resilience	Anchor Approach: Growing Resilience	Anchor Approach: Growing Resilience
Week 7	Anchor Approach: Feeling Safe	Anchor Approach: Feeling Safe	Anchor Approach: Feeling Safe

Autumn 2

PSHE Assemblies

Week	PSHE
Week 1	How do my feelings and actions affect others? Linked to Anti-Bullying Week
Week 2	Remembrance Day
Week 3	Anti-Bullying Week
Week 4	Diwali 10.11.2023 - 15.11.2023
Week 5	Road Safety Week
Week 6	Hanukkah 07.12.2023 to 15.12.2023
Week 7	No Assembly – Christmas Shows

Values Assemblies

Week	Values
Week 1	Courage – Linked to Anti-Bullying Week
Week 2	Peace – Linked to Remembrance Day
Week 3	Kindness – Linked to Anti Bullying Week
Week 4	Understanding – Linked to Diwali
Week 5	Road Safety Week
Week 6	Determination / Dedication – Linked to Hanukkah
Week 7	No Assembly – Christmas Shows

Keeping Safe Assemblies (Online Safety assemblies use Project Evolve Resources)

Date	Rec and Y1	Years 2 and 3	Years 4, 5 and 6
	Topic	Topic	Topic
Week 1	Online Relationships	Online Relationships	Online Relationships
Week 2	Online Relationships	Online Relationships	Online Relationships
Week 3	Online Relationships	Online Relationships	Online Relationships
Week 4	Online Relationships	Online Relationships	Online Relationships
Week 5	Online Relationships	Online Relationships	Online Relationships
Week 6	Anchor Approach: I Belong	Anchor Approach: I Belong	Anchor Approach: I Belong
Week 7	Anchor Approach: The Sky is the Limit	Anchor Approach: The Sky is the Limit	Anchor Approach: The Sky is the Limit

Spring 1

PSHE Assemblies

Week	PSHE
Week 1	No Assembly
Week 2	Chinese New Year - Dragon (10.02.2023)
Week 3	Martin Luther King Day (American Civil Rights Campaigner)
Week 4	Darcus Howe (UK Civil Rights Campaigner)
Week 5 LGBT+ History Month (February)	LGBT+ History Month
Week 6 LGBT+ History Month (February)	Children's Mental Health Week (including Safer Internet Day 6 th Feb)

Values Assemblies

Week	Values
Week 1	No Assembly
Week 2	Hope – Linked to Chinese New Year
Week 3	Freedom – Linked to Martin Luther King Day
Week 4	Respect – Linked to Darcus Howe
Week 5	Unity – Linked to LGBT+ History Month
Week 6	Children's Mental Health Week including Safer Internet Day 6 th Feb)

Keeping Safe Assemblies (Online Safety assemblies use Project Evolve Resources)

Date	Rec and Y1	Years 2 and 3	Years 4, 5 and 6
	Topic	Topic	Topic
Week 1	Online Reputation	Online Reputation	Online Reputation
Week 2	Online Reputation	Online Reputation	Online Reputation
Week 3	Online Reputation	Online Reputation	Online Reputation
Week 4	Anchor Approach: I Can Change Things	Anchor Approach: I Can Change Things	Anchor Approach: I Can Change Things
Week 5	Anchor Approach: My Strong Mind	Anchor Approach: My Strong Mind	Anchor Approach: My Strong Mind
Week 6	Safer Internet Day	Safer Internet Day	Safer Internet Day

Spring 2

PSHE Assemblies

Week	PSHE
Week 1 LGBT+ History Month (February)	Shrove Tuesday (13.02.2024)
Week 2	WBD (07.03.2024)
Week 3	International Women's Day - 08.03.2024
Week 4	Passover 22.04.2024 – 30.04.2024
Week 5	Ramadan 10.03.2024 – 10.04.2024
Week 6	Easter

Values Assemblies

Week	Values
Week 1	Resilience - Linked to Shrove Tuesday
Week 2	Courage - Linked to Passover
Week 3	Exploration - Linked to International Women's Day
Week 4	Community - Linked to Comic Relief
Week 5	Thoughtfulness - Linked to Ramadan
Week 6	Love - Linked to Easter

Keeping Safe Assemblies (Online Safety assemblies use Project Evolve Resources)

Date	Rec and Y1 Topic	Years 2 and 3 Topic	Years 4, 5 and 6 Topic
Week 1	Managing Online Information	Managing Online Information	Managing Online Information
Week 2	Managing Online Information	Managing Online Information	Managing Online Information
Week 3	Managing Online Information	Managing Online Information	Managing Online Information
Week 4	Managing Online Information	Managing Online Information	Managing Online Information
Week 5	Anchor Approach: Working Together	Anchor Approach: Working Together	Anchor Approach: Working Together
Week 6	Anchor Approach: I Am Me and I Matter	Anchor Approach: I Am Me and I Matter	Anchor Approach: I Am Me and I Matter

Summer 1**PSHE Assemblies**

Week	PSHE
Week 1	Stephen Lawrence Day (22.04.2024)
Week 2	Anti-Bullying
Week 3	Paul Stephenson: Bristol Bus Protest
Week 4	No Assemblies due to SATs
Week 5	International Day Against Homophobia, Biphobia and Transphobia (IDAHOBIT) (17.05.2024)
Week 6	Buddha Day (23.05.2024)

Values Assemblies

Week	Values
Week 1	Caring – Linked to Stephen Lawrence Day
Week 2	Teamwork
Week 3	Humility
Week 4	No Assemblies due to SATs
Week 5	Collaboration
Week 6	Creativity

Keeping Safe Assemblies (Online Safety assemblies use Project Evolve Resources)

Date	Rec and Y1	Years 2 and 3	Years 4, 5 and 6
	Topic	Topic	Topic
Week 1	Health, Well-being and Lifestyle	Health, Well-being and Lifestyle	Health, Well-being and Lifestyle
Week 2	Health, Well-being and Lifestyle	Health, Well-being and Lifestyle	Health, Well-being and Lifestyle
Week 3	Health, Well-being and Lifestyle	Health, Well-being and Lifestyle	Health, Well-being and Lifestyle
Week 4	Health, Well-being and Lifestyle	Health, Well-being and Lifestyle	Health, Well-being and Lifestyle
Week 5	Anchor Approach: I Am Strong	Anchor Approach: I Am Strong	Anchor Approach: I Am Strong
Week 6	Anchor Approach: Making a Difference	Anchor Approach: Making a Difference	Anchor Approach: Making a Difference

Summer 2**PSHE Assemblies**

Week	PSHE
Week 1	How to prepare for change
Week 2	Sports Day
Week 3	Humanist Day 21.06.2024
Week 4	Anti-Bullying
Week 5	Refugee Week (June 2023)
Week 6	Meeting New Class Teachers
Week 7	End of Year

Values Assemblies

Week	Values
Week 1	Growth – Linked to Changes
Week 2	Independence
Week 3	Cooperation
Week 4	Patience
Week 5	Caring – Linked to Refugee Week
Week 6	Confidence
Week 7	End of Year

Keeping Safe Assemblies (Online Safety assemblies use Project Evolve Resources)

Date	Rec and Y1	Years 2 and 3	Years 4, 5 and 6
	Topic	Topic	Topic
Week 1	Privacy and Security	Privacy and Security	Privacy and Security
Week 2	Privacy and Security	Privacy and Security	Privacy and Security
Week 3	Privacy and Security	Privacy and Security	Privacy and Security
Week 4	Privacy and Security	Privacy and Security	Privacy and Security
Week 5	Anchor Approach: Be Kind	Anchor Approach: Be Kind	Anchor Approach: Be Kind
Week 6	Anchor Approach: Let's Try Something New	Anchor Approach: Let's Try Something New	Anchor Approach: Let's Try Something New
Week 7	End of Year		

Our Values and Safeguarding and Protecting Children: All Visitors Briefing Document – September 2023

Welcome to Campsbourne School

Safeguarding and Child Protection is extremely important to all the schools' staff and pupils. We would appreciate it if all visitors could make themselves aware of the procedures outlined in this document.

As a Visitor to the School please ensure that you follow the following procedures:

- Sign in at the main reception and sign out when you are leaving
- Ensure your visitors badge is clearly displayed on your clothing at all times whilst you are in the School
- You are accompanied by a member of staff (unless otherwise advised)
- All visitors that are working on the site must report to main reception and arrange for their identity to be checked before they start work or accompanied by a member of staff at all times

What to do if you have a safeguarding or child protection concern:

In the event that you are concerned about the protection or safeguarding of a child please contact a member of staff in the school office with any issues or queries. The issue will be addressed and communicated immediately to our Child Protection Officers: Jonathan Smith - Head Teacher and Designated Safeguarding Officer or Wendy Fitt – Pastoral Manager and Deputy Designated Safeguarding Officer.

	
Jonathan Smith Head Teacher Designated Safeguarding Lead	Morgan Currie Deputy Head Teacher Deputy Designated Safeguarding Lead
	
Wendy Fitt Pastoral Manager Deputy Designated Safeguarding Lead	Emily Arkel Governor Responsible for Safeguarding

Supporting British Values

We also actively promote the fundamental British values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs, as defined by the Department for Education. Visitors to our school are reminded of their responsibility to actively promote all these values whilst they are on school property or working for the school.

Health and Safety

Your safety and well-being during your visit are important to us. As a visitor you have a legal duty to care for the Health and Safety of yourself and others. If you have any health and safety concerns please let the school office know.

Emergency Procedures - What should you do if you discover a fire?

Visitors should exit the building by the nearest exit (Building plans with the nearest exits highlights are visible in all rooms near the door.) Informing the nearest member of staff on the way out of the location of a fire.

Classrooms

Please do not enter classrooms unless escorted by a member of staff or by prior arrangement.

Accidents

Please make sure that any illness, accidents or injuries are reported to the school office.

Smoking

It is against the law to smoke on school premises.

Property or Vehicles

The school accepts no responsibility for any loss or damage to visitor's property or vehicles.