

## Diocese of Guildford

### Top Tips for Governors' Monitoring Collective Worship

Do you...	Possible Sources of evidence	Notes
Have a designated Collective Worship Leader and a plan for succession.	Role included in list of subject leaders on website, in staff handbook	
Have a governor with responsibility for Collective Worship	Role included in list of governor responsibilities on website in staff / governor handbook	
Have a Collective Worship policy that is separate from your RE policy	Policy on website and in file	
Have a weekly structure for Collective Worship. e.g value of the week, celebration assembly, Open the Book etc	Collective Worship file	
Have a yearly overview of themes for Collective Worship with a half termly plan breaking the theme into weeks.	Collective Worship file	
Ensure that visitors contribute to Collective Worship at least once a half term.	Collective Worship file	
Demonstrate the impact of Collective Worship on the wider life of the school. <i>E.g the pupils' responses to a local or national crisis, a charity project.</i>	Written reflection, reflection photographs, item on the school newsletter, website.	

## Appendix One

### The Role of the Collective Worship Governor

*In many schools, the governor with responsibility for Religious Education is also the governor with responsibility for Collective Worship.*

It is good practice to have a governor with responsibility for Collective Worship. Parental queries can arise around issues such as the right of withdrawal from collective worship, educational visits to places of worship, observance of dress codes or festivals. It is wise to have a governor who is involved in making decisions about these aspects of school life and fully aware of what the school is doing.

#### **This governor should be aware of:**

- The legal status of Collective Worship
- The Collective Worship programme being followed in the school
- The parental right to withdraw their child from Collective Worship.
- How the school manages requests for withdrawal and the alternative purposeful provision for pupils who do not attend Collective Worship.
- Educational visits to places of worship. If they can be part of planning the visit and take part in the visit that would be helpful.
- Faith visitors to the school to take part Collective Worship
- Any extracurricular clubs of a faith based nature.
- Who leads Collective Worship in the school?
- The Collective Worship development plan and any cost implications for implementing the plan. There is unlikely to be one every year but it should be a focus as part of a rolling programme.
- The Collective Worship budget.

#### **The Collective Worship governor should:**

- Meet with the Collective Worship leader at least once a year.
- Keep the Governing Body up to date with important Collective Worship developments in the school, the borough and nationally.
- Visit the school to observe Collective Worship at least once a year.
- Work with the Collective Worship leader to consider the impact of Collective Worship on the school community.