

# SERVICE INSTRUCTIONS

## Chichester Cathedral – Friday 3 July 10.30 am

- Some schools

All readers, prayer readers, musicians, choir to be in the Cathedral for rehearsal at **09.45**. **Dramatic Readers to be available for practice at 09.30** so that they can practice before people arrive. Following feedback the Dramatic Reading practice has to be finished by 09.45 so that it is a surprise for the other children.

- Each school group to be in its allocated seats by **10.15 at the latest** for the pre-service warm up session.

NB

**Please do not have family members and friends sitting with your school as it obstructs the view for the pupils behind them. There will be designated seating for “FAMILY AND FRIENDS”**

- Each school Group to please bring its banner and stand. Banner to be left at the back of the venue on arrival. Stand to be placed at the front of the church. Please read the **Banners and Stands instructions** carefully. Banner bearers to go to the back of the church after the informal welcome to collect their banner. Banner receivers to go and stand next to their school's stand. After the procession, at the end of the first hymn when directed by the leader, the banner bearers and receivers will return in pairs/threes to their school groups for the service. The banner bearers need to be ready to collect their school banner after the offertory dedication. They will remain standing at the front of the venue until the final hymn when they will be led out by the Service Leader. Banner receivers to collect stands after the service.
- Each school is invited to bring an offering to support children and families across Sussex (see enclosed leaflets). Why not make this a fun fundraising year 6 project. **School cheques should be made payable to Chichester Diocesan Board of Finance**. One child should be chosen to present your school's cheque and to come to the back of the venue to process up during the **LAST** verse of the hymn "*Prayer of St Richard*".
- Picnicking is allowed in the grounds and the cloisters may be used in the event of wet weather. NOTE: There are toilets (blue door) just outside the cloisters.
- Parking Coaches should park in the coach park off the Avenue de Chartres next to Waitrose. The set down point is at the Cathedral Bell Tower in West Street. There are various public car parks in Chichester but NOT in the Cathedral grounds.

If you have any queries please telephone the Education Team on **01273 425687**.

Thank You.