

# SERVICE INSTRUCTIONS

## Worth Abbey – Thursday 9 July 13.30 pm

- Some schools

All readers, prayer leaders, musicians, choir to be in the Abbey for rehearsal at 12.45. Dramatic Readers to be available for practice at 12.30 so that they can practice before people arrive. Following feedback the Dramatic Reading practice has to be finished by 12.45 so that it is a surprise for the other children.

- Each school group to be in its allocated seats by **13.15 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*”.
- Parking Please let Vanessa know by returning the reply slip or emailing ([vanessa.vollebregt@chichester.anglican.org](mailto:vanessa.vollebregt@chichester.anglican.org)) if your school is coming by coach/minibus(s) so that the Abbey can arrange coach parking.



### **IMPORTANT PARKING INFORMATION ATTACHED.**

NOTE: There are good toilet facilities.

**School groups are asked to leave promptly at the end of the service so that parking spaces are vacated for the afternoon services. Thank you**

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

Thank You.



Please return to: Education Department, Diocesan Church House,  
211 New Church Road, Hove, East Sussex, BN3 4ED

### **Worth Abbey 9 July 2020 13:30 Leavers Celebration**

Schools Name	Coach	No of Mini Bus(s)