

# Assembly Policy



## Rationale

The College believes that assemblies are fundamental in promoting the ethos of the College; in providing students with an opportunity for collective reflection and the consideration of current affairs and issues affecting society. They are also an important opportunity to recognise and celebrate success, effort and achievement.

Assemblies will take into account current local, national and global issues that are topical and of which students' awareness is essential to their personal and collective safety or their role as local or global citizens.

Assemblies provide the opportunity to shape the culture of the college community.

On the basis of these values, the assembly programme will\*:

- ▲ Develop an understanding of our own characters, strengths and weaknesses;
- ▲ Promote and explain The Spires College Learner Attributes so that students are very familiar with these as part of the College culture;
- ▲ Develop self-respect and self-discipline;
- ▲ Clarify the impact of our choices on society and, on the basis of this, inform how we believe that our lives should be lived;
- ▲ Encourage us to strive, throughout life, to be the very best we can be;
- ▲ Celebrate success, achievement, aspiration and hard work at every opportunity

Every assembly should be planned with this rationale in mind and should contribute to the positive culture and ethos of The Spires College.

The College is committed to developing skills of citizenship and assemblies provide an opportunity to share community values and success.

Our assembly programme incorporates opportunities to celebrate success wherever possible as part of the ethos of The Spires College. This includes annual prizegiving assemblies.

## Principles

All year groups will have at least one assembly per week.

Student involvement in assemblies is actively encouraged.

There will be a regular programme of senior staff and Head of Year assemblies for all year groups. Other staff will be encouraged to take assemblies in order to promote clubs, activities and wider opportunities; to talk about upcoming events; or to raise awareness of particular issues. All staff taking assemblies will be mindful of the contents of the rationale section.

Planning high quality assemblies takes time and any interruption to the assembly programme must be given as much notice as possible. Any request to use assembly time that is allocated to another member of staff should also be made well in advance and may not always be accommodated.

An orderly entry into and exit from the assembly hall is essential for every assembly. This should be done in silence.

Students should be seated in tutor group rows, in alphabetical order. These should be established at the start of every academic year. It is the responsibility of the form tutor to ensure that students sit in the appropriate seat.

A programme of music for the opening of assemblies will be published each year. The aim of this is to broaden students' knowledge and cultural experience. This should be played as students enter the assembly hall, with details of the piece displayed on the screen.

Students are expected to listen to the speaker and to demonstrate positive listening skills throughout the assembly.

Year group prizegiving assemblies take place annually. These gatherings include music, speeches and are key opportunities to celebrate success and achievement at all levels. The tutor point reward scheme is given momentum through the awarding of tutor prizes in these assemblies. Senior Prizegiving is an annual evening event to celebrate achievements at the end of Key Stages Four and Five. Parents, governors and staff attend.

Some assemblies will incorporate external speakers to either share relevant experiences or to promote external opportunities.

## **Roles and Responsibilities**

The Vice Principal (culture and ethos) has overall responsibility for the assembly programme including mapping assembly themes when appropriate, organising the assembly rota (including senior staff and other speakers).

Heads of Year are responsible for overseeing the assembly programme for their Year group. Records of assemblies are kept to check quality and themes delivered, as well as to allow sharing of ideas and resources.

## **Monitoring**

The Vice Principal (culture and ethos) is responsible for quality assurance of assemblies.

Some assembly themes are allocated at the start of the year, or in response to current need, in order to ensure students encounter the most significant themes and issues to the development of their characters and their understanding of the world around them.

The senior leadership team will regularly review this policy in line with the College Improvement Plan and make it available to parents.

**Adopted: July 2021**