



Albany Primary School

Assembly Guidelines Policy

Rationale

School assemblies aim to:

- Develop a whole school tone where children, teachers and parents can experience a feeling of togetherness, cooperation, pride, school spirit and enjoyment.
- Develop a range of oral language skills that promote confidence and skill in speaking in a public forum.
- Provide an opportunity for classes to showcase the outcomes they have been achieving in class across all learning areas.
- Provide the opportunity for whole school communication of important information.
- Encourage parents and other community members to share in, appreciate and celebrate school and individual achievements throughout the year.
- Promote the performing arts and public speaking.
- Provide opportunity to practise attentive listening skills and respect for performers and speakers.

General Information

- The assemblies will be conducted once a fortnight with each class taking responsibility for organising and conducting the assembly program. In doing so the teacher in charge needs to liaise with:
 - The school administrator in charge of assemblies and the principal.
 - Barry Evans regarding sound, music and stage management.
- It is expected that students will conduct introductions and announcements as part of developing public speaking skills.
- The teacher in charge must provide the administration with a program of the assembly once it is finalised.

We would expect most assemblies to be completed in around half an hour. We understand that on special occasions some may take a little longer.

Format of assemblies

The assembly format is required to have these components:

- Commence with the National Anthem and a recital of the “Acknowledgement of Country” (to be found under “Assemblies” in the All Staff on the “s” drive).
- The honour certificates presented as a junior set separated from the senior set. Honour certificates generally should be limited to two per class/ specialist. (Note: The organising teacher is to ensure they have liaised with someone to present the certificates.)
- Class presentation which may include performance and special activity.
- Student Council presentation
- House points presentation
- Other special presentations confirmed by the school administration.
- Principal address (please place this just prior to the school song)
- Conclude with the school song.
- Final remarks and farewell.

Please aim to create variation in the format by strategically placing performance and presentation type items without moving the national anthem and the school song.

Reviewed and finalised 7th February 2014

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- Class presentation which may include performance and special activity.
- Student Council presentation
- House points presentation
- Other special presentations confirmed by the school administration.
- Principal’s address
- Conclude with the school song.
- Final remarks and farewell.

Acknowledgement of Country

I respectfully acknowledge the past and present traditional owners of this land on which we are meeting, the Noongar people. It is a privilege to be standing on Noongar Country.

I also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together.