**Celebrations of the Word Planning Sheet**

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| **Class/Form/Key Stage/Whole School** | | **Leaders** | |
| **Date** | | **Focus** | |
| **PREPARATION/GETTING READY** | | | |
|  | **What we will do:** | | **What others will do:** |
| **Focal point / altar**  http://www.clipartbest.com/cliparts/RiA/6B5/RiA6B5gLT.jpeg | What will your focal point look like? We will need: | |  |
| **Creating a sacred space** | How will you make the space sacred? Think about the environment and atmosphere as people gather to worship.  Music:  Lighting:  Seating: | | How will you direct people to prepare them for the celebration? |
| **CELEBRATION OF THE WORD** | | | |
| **Gather / Welcome** | Who will welcome everyone and how?  How will we introduce the theme of the collective worship? How can we link it to people’s experience? | |  |
| **WORD** | What Bible reading will you use?  Who will read?  What introduction and conclusion to the Word will you use?  Will you use any prompts/props, including ICT? Who will use them? | |  |
| **Reflect / Prayerful**  **Response**  [http://missbuckleysclass.files.wordpress.com/2013/01/praying-hands-clip-art-6-e1358805345983.png](http://www.google.co.uk/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&docid=3L85Vb3AOzZiHM&tbnid=s7FermpQEAuWRM:&ved=0CAUQjRw&url=http://missbuckleysclass.wordpress.com/2013/04/08/do-this-in-memory-2/&ei=Qo-QU-GLIbP07AbS3oGQBA&psig=AFQjCNFbCTwzbpOHjZdtRvvD80Aj7M4ljQ&ust=1402069166830690) | How will you respond to the Bible reading in a prayerful way? What do you want to people to do?  What do you want to pray about? How will you do it? | |  |
| **Send / Mission / Going Forth**  [http://images.all-free-download.com/images/graphiclarge/earth_in_gentle_hands_clip_art_22962.jpg](http://www.google.co.uk/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&docid=iUlu7PvBR7da0M&tbnid=DnJ2P2X2gSednM:&ved=0CAUQjRw&url=http://all-free-download.com/free-vector/vector-clip-art/praying_hands_clip_art_18373.html&ei=s5CQU4quFui47AajqIC4Bg&psig=AFQjCNHix3eSgCsDNLxQprkBTyc9XiYPCA&ust=1402069508260197) | What key message do you want people to remember as they leave?  How are you going to help everyone put the mission into practice today?  How will you end your celebration of the word? Who will say it and how? | |  |