

Wintershall Assembly Running Order



Assembly Resources online (needed for the assembly)

Please find the following on the website for assembly set up, by clicking on the link:

- [Wintershall Assembly Powerpoint](#) with integrated music for projection during the assembly
- [Classroom Reflection Powerpoints](#) for use by class teacher with pupils after the assembly

Day of performance

Actors arrival and set up

1. **Actor arrives** forty minutes before assembly
2. Actor signs in, including car registration, at school office and receives badge
3. Actor introduced to school representative
4. **Actor taken to see assembly hall**
5. **Actor introduced to computer operator (child or staff member)**. Cues agreed for music and visuals, making sure that the latter has a copy of the script with music cues and Generic Wintershall Assembly PowerPoint (downloadable from website)
6. **Actor and school representative agree when dramas are to start within assembly and who will cue in**
7. Actor shown room for changing into costume

Assembly running order

1. Children file in to assembly hall
2. **School representative starts assembly**
3. staff member cues actors entrance
4. **Music 1** - Actor 1 enters hall and performs
5. **Music 2** - Actor 1 exits and Actor 2 enters hall
6. **Music 3** - Actor 2 exits
7. **Image 1 - project** 'Life of Christ' scene 'Triumphal Entry'
8. **Actors return to hall** to share thoughts about acting in the productions
9. **Image 2 - project** 'Life of Christ' Poster
10. Actor mentions 'The Life of Christ' school visits, thanks audience
11. **Music 4 actors final exit.**
12. **Staff member takes over to end the assembly –**
13. **Image 3** - 'Wintershall Assembly Prayer' projected (included in Assembly PowerPoint)
14. **Image 4 - project** Wintershall Education website www.wintershall-education.com
15. Actor(s) changes out of costume
16. Actor(s) sign out and leave school

Inviting feedback from schools

To ensure that we maintain the highest of standards for our performances, we would value staff and pupils feedback. Please complete the online Assembly Feedback form under the assembly section <http://www.wintershall-education.com/school-visits/assembly-booking/assembly-feedback/>