

ARCHDIOCESE OF SOUTHWARK

MODEL

RITE OF INDUCTION OF A HEAD TEACHER

- *Several Dioceses [including Southwark] encourage the practice of formally inducting a new Head Teacher during a liturgical celebration as a way of affirming the role of the Head Teacher and the important link between family, school and parish. The following liturgy is offered as a **model for optional use only**, to be adapted to suit the needs of each circumstance.*
- *The induction of a Head Teacher should take place as soon as convenient after he or she has taken up the appointment. It may take place on a Sunday so that the wider parish community may take part. It may also be celebrated in the school, either during Mass or during a Liturgy of the Word. The liturgy may be celebrated by a Bishop, by the Parish Priest or another priest with close connections with the school. The parish, the school community, parents and the governing body should be invited to take part along with the new Head and his/her family and, if appropriate, a representative of the local education authority.*
- *The Mass of the Day should be used with its readings. However, if the norms allow, a suitable Votive Mass of the school's patron, or of St John Baptist de la Salle, the patron saint of teachers, may be celebrated.*
- *The homily may be used to mention the place of Catholic schools in the overall mission of the Church and the personal relationship between the Head Teacher and the Bishop of the Diocese in his capacity as the prime teacher of his flock. The various other Diocesan agencies with which the Head Teacher will work closely, such as the Schools Commission and the Christian Education Centre, may also be mentioned.*
- *In the case of the Induction of the Head Teacher of a Secondary School, the words 'pupils' or 'children' may be changed to 'students' and 'Parish Priest' to 'Dean'.*
- *The Rite of Induction taken place after the Homily.*
- *The Bishop stands at the Presidential Chair, wearing the mitre and holding his crozier.*
- *The school governors stand either side of him. The new Head Teacher comes forward and stands before the Bishop. He may be introduced to the bishop and the people by the Chairman of the School Governors.*

CHAIRMAN Reverend Father,
I present to you and this community
here present,
the new Head Teacher of X School.

BISHOP N., you have been appointed as Head Teacher
of the X School,
by the Governors
and now have the responsibility for ensuring
that it is centred on Christ
and that every pupil in the school
is valued as an individual
who is loved and gifted uniquely by God.

We look to you to provide
the best possible learning environment
so that each pupil can develop
knowledge and skills for life as a Christian.

Will you accept that responsibility?

HEAD TEACHER I will, with God's help.

The Bishop addresses the teaching, administrative and domestic staff present.

BISHOP Dear Teachers and Staff of the school,
will you now support your new Head Teacher
in his responsibilities
and help him to maintain
the ethos of the school?

TEACHERS/STAFF We will, with God's help.

The Bishop addresses the parents present.

BISHOP Dear parents,
you are the first educators of your children.

You have entrusted them
to the Head Teacher and staff of the X School.

Will you support N and the staff
in providing an education
which is truly Christ-centred?

PARENTS We will, with God's help.

The Bishop then addresses the students present.

BISHOP Dear children,
will you do your best in every way
to help N. in his work as your Head Teacher?

PUPILS We will, with God's help.

The Bishop then addresses the people.

BISHOP My dear people,
this School is entrusted with the task
of educating the next generation of Christians
in your area.

Will you support the school community
under its new Head Teacher
by your prayers and active encouragement?

PEOPLE We will, with God's help.

The Bishop addresses the whole assembly present.

BISHOP Christian leadership is a solemn trust.
I therefore call on you all to pray for N,
that God will give him the grace to be faithful
to all his responsibilities.

The Bishop lays aside the crozier and takes off his mitre.

The Bishop then extends his hands over the Head Teacher.

BISHOP Lord, pour out your Spirit on your servant.

ALL Give him your gifts of grace.

BISHOP Guide him with the Spirit of wisdom.

ALL Direct him with the Spirit of understanding.

BISHOP Endow him with the Spirit of counsel.

ALL Strengthen him with the Spirit of power.

BISHOP Fill him with the Spirit of knowledge.

ALL Gladden him with the love, joy and peace
which the Spirit brings.

BISHOP God our Father,
your Son told us to pray

that we might receive the Holy Spirit.

We now ask that this same Holy Spirit will strengthen, protect and guide N.

May he worthily fulfil the responsibilities given to him.

Grant him ability in teaching,
tolerance in relationships,
patience in listening, skill in managing,
wisdom
and vision in all things.

May he lead his school community each day in the ways of truth, love and justice.

We ask this through Jesus Christ our Lord.

ALL Amen.

The Bishop puts on the mitre.

The Chairman of the School Governors comes forward to present the new Head Teacher with a symbol of office such as the school register, log book, mission statement or keys.

CHAIRMAN On behalf of the governing body,
I present you with the school register/
log book/mission statement/ keys to the school, as a
sign of your appointment as Head Teacher.

The Parish Priest or Dean presents the Head Teacher with a Bible.

PRIEST Receive the Book of God's Word,
the foundation of all learning and wisdom.

The Head Teacher may now give a brief address.

The Mass continues with the Profession of Faith [if this day is a Sunday or Solemnity] and the Bidding Prayer. Intentions could be included for staff, parents, families, students and the Head Teacher's family.

This is one of a number of model liturgies prepared by the Commission and provided for use within the Diocese. It should be adapted to meet local needs and circumstances.

Copyright Roman Catholic Archdiocese of Southwark, 2007
All rights reserved.