



Tommy's Children's Carols



Example Evening Planner

Time	Activity	Notes	Duration
6pm – 6.40pm	Drinks reception	Background music by local school string quartet	
6.40 – 6.45pm	Choirs enter and take seats	Recital by church organist	
6.45pm	Guests stand	Conductor gestures for the congregation to stand	
6.45pm	Hymn 1	O Little Town of Bethlehem	3 1/2 mins
	Welcome	By guest speaker	3 mins
	Choir	O Holy Night	4mins
	Reading 1	The Snow Dragon read by guest reader	5mins
	Carol	Away in a Manger	2mins
	Drama performance	Pick a Pine Tree	5mins
	Choir	Rocking Carol 'Little Jesus, Sweetly Sleep'	3mins
	Carol	Twelve Days of Christmas	4 1/2mins
	Choir	When I Grow Up from Matilda	2mins
	Reading 2	'The Magic of Giving' by guest reader	4mins
	Choir	Star Carol	2 1/2mins
	Thank you speech	By carol service organiser	3 mins
	Carol	Hark the Herald Angels Sing	4minutes
	Guests depart	Recital by church organist	5mins

Rehearsal times:

3.45pm	Choir
4.15pm	Drama group
5.15pm	Full walk-through of concert
5.30pm	Sound checks for speakers
5.45	Church ready for guests

All groups need to arrive at least 15 mins before their allocated rehearsal time. There are green rooms with refreshments and bathrooms.



