

## WEDDING GUIDELINES

We are pleased that you are considering the Chapel of St Hilda of Whitby for your marriage ceremony. This guide will explain the steps involved in preparing for your wedding and also provide you with important information related to weddings in the School Chapel.

### THE CHAPEL OF ST HILDA OF WHITBY

The Chapel is consecrated as an Anglican place of worship. This means that all weddings must be conducted using the prescribed Anglican rites, and must be conducted by an ordained Anglican clergy person who is also a registered Marriage Celebrant. It is not possible to have a 'non-religious' ceremony in an Anglican church. It is also not possible to have clergy of other denominations conduct your wedding in the Chapel, though they may be involved in some way. The priest conducting your wedding can advise on this. Marriage ceremonies that fail to meet these criteria risk being deemed null and void by the Register of Births, Deaths and Marriages. It is also essential that at least one party is baptised, and preferably a regular attendee at their local church. Clergy cannot conduct an Anglican marriage ceremony where neither party is baptised.

For reasons of continuing pastoral care, you are encouraged to arrange for your local Anglican priest to conduct your wedding ceremony and to maintain contact with that parish community after your wedding. If you are having difficulty finding an available priest for your preferred date, please contact the School Chaplain and enquire as to their availability. Anglican clergy from outside of the Perth Diocese may also be able to conduct your ceremony, though they will need to contact the Archbishop for approval well ahead of time.

### AVAILABILITY

The Chapel is not a parish church and therefore its availability for weddings and pastoral services is limited to those with a significant connection to the School: Old Scholars, current families, current or former staff or children of staff. In your application you will need to indicate your connection with the School. Permission for all services must be expressly given by the School.

During school term time weddings may only be conducted on Saturdays or Sundays. However, no weddings may be held on Saturdays during examination periods. In school holiday time weddings may be held on weekends or weekdays, excluding the official school closure period from late December to early January each year. Up to three weddings may be booked on the same day, at two hour intervals. Other School events, or essential maintenance works, may be taking place on the same date as your wedding.

Weddings are not usually permitted during the season of Lent – six weeks prior to Easter – however exceptions may be made depending on your circumstances. Please note: in keeping with church traditions flowers cannot be used in the Chapel during Lent, even at weddings. No wedding may be held during Holy Week, the week immediately prior to Easter.

### CHAPEL CAPACITY

200 people

### MUSIC

A number of options exist for music for your ceremony. Should you wish to book the school organist, bells or choir, please contact the Alumni Coordinator in the Department of Communications and Engagement to make the necessary arrangements. Fees will apply for the provision of music.

Organist	\$320
Choir with conductor	\$320
Bells (8 person ensemble)	\$250

You are also welcome to make other arrangements for music. Live music is strongly recommended over recordings, for both its reliability and the atmosphere it creates. Some couples choose to include hymns while others prefer to have only instrumental pieces. It is important to choose well known hymns if you wish for your guests to join in the singing.

### FLOWERS

You will need to organise your own flower arrangements, if desired. Four flower stands are available, suitable for 20cm diameter vases. The School does not provide vases. Iron pedestals and urns are not permitted, in order to prevent damage to the floor. Floral arrangements are not to be placed on the altar. Flowers and other decorations must not cause damage to any furnishings in the Chapel. All flowers and decorations must also be removed from the Chapel after your wedding ceremony. The Chapel will be opened by the Verger 1 hour prior to your ceremony and floral arrangements may be delivered and set up then or alternatively, they may also be set up the afternoon of the day before the wedding.

### PHOTOGRAPHY AND VIDEO

It is important that the solemnity of the occasion not be interrupted by excessive movement or flash photography, therefore some restrictions do apply to photography and videography. Additional lighting is not permitted in the Chapel. Generally, it is expected that photographers remain in one place during the ceremony. They must be in front of the priest at all times and in the main body of the Chapel building. Photography from the choir gallery is encouraged and wonderful photographs can be gained from there. If you intend for your service to be filmed, the videographer must use a fixed tripod and remain in one place throughout the ceremony. Please confirm exact requirements with your priest and advise your photographer and videographer well ahead of time. You are also encouraged to consider an 'unplugged wedding', where guests are asked to refrain from taking photographs during the ceremony. This allows your guests to be fully present with you, prevents disruptions, and also helps to ensure better professional photographs. You can make a note of this in your order of service, or the priest can make an announcement. Some photographers also have their own chalkboard signs that can alert guests to your request.

### IMPORTANT NOTES

It is a requirement that the School Verger be used at all weddings. The Verger will be present before, during and after the service to ensure the smooth running of your wedding.

St Hilda's is a smoke free zone. Smoking is not permitted in the Chapel or anywhere on school grounds. The consumption of alcohol is also not permitted. Please advise your guests.

Confetti, petals and rice are not permitted in the Chapel or on school grounds. Doves or butterflies may be released outside the Chapel only. Bubbles are also permissible outside. Toilets are available and the Verger can direct your guests.

### COSTINGS

The total cost for your wedding will be \$750, which includes the use of the Chapel and the services on the Chaplain, if available, along with the Verger on the day. Payment must be made on confirmation of date of booking.

Clergy do not generally charge a fee for conducting weddings, however you will need to confirm this with your priest.

### CONTACT

For further information please contact:

Ms Leonora Nye, Alumni Coordinator

[oldscholars@sthildas.wa.edu.au](mailto:oldscholars@sthildas.wa.edu.au)