



Prayer & Liturgy Policy



Document Status	
Reviewed	October 2023
Date of next Review	October 2024
Approval Body	Governing Body 27 November 2023
Publication	Staff Policy Folder

Introduction

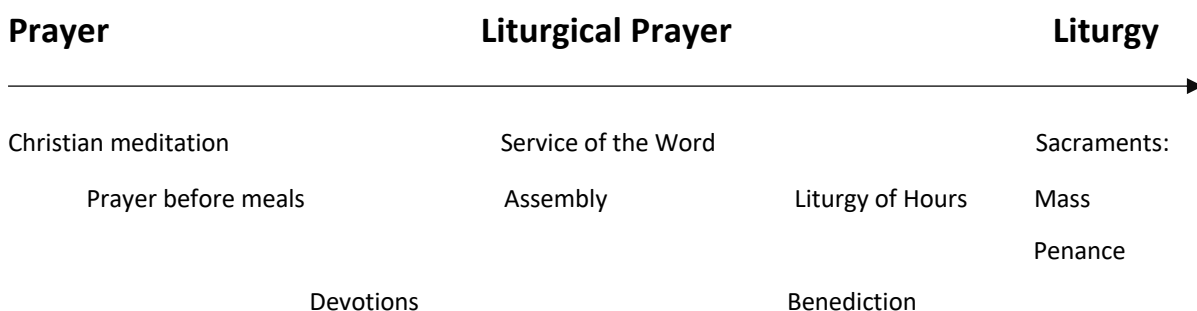
Understanding Prayer and Liturgy

(From the draft Prayer and Liturgy Directory, September 2022)

In any school there will be a range of prayer and liturgy: classroom prayer, meditation, assemblies, devotions, special services for times in the school year, celebrations of Mass and the Sacrament of Reconciliation. Each form of prayer and liturgy will have its own character dependent on the circumstances, size and age of the group, the place of celebration and its content.

Definition of Terms

Prayer, Liturgical Prayer, and Liturgy form a continuum with silent meditation at one end and a celebration of Mass on a Solemnity of the Church (e.g., Ascension of the Lord) at the other. Of course, there are areas of overlap between the categories.



Prayer	Liturgical Prayer	Liturgy
Simple structure	Structured (often 4 part)	Taken from official books
One or two elements	Elements drawn from liturgy	Complex structure
Balance of familiarity & creativity	Places of Scripture	Many elements
	Contrasts and creativity	Range of ministry

In Catholic terminology ‘worship’ is not generally used to name and describe a distinct type of prayer or event. Worship is about living our lives in a way that recognises that everything we have is a gift from God and that everything we do gives glory to God. That, of course, does include prayer but the scope is broader. With that understanding of worship it will be seen that that the purpose of education in a Catholic school is to know and love Christ and to open the vision and imagination of all pupils to the wonder of living in God’s world, and the responsibilities that follow from this.

Under Section 48 of the Education Act 2005 there is a statutory duty to inspect and report on denominational education (that is religious education) and collective worship in schools designated as having a religious character. For this reason, the term ‘Collective Worship’ has been kept as the headline judgement by the Catholic Schools Inspectorate but throughout the framework it is referred to as prayer and liturgy. This model policy addresses the shift in vocabulary and is an interim response to the draft Prayer and Liturgy Directory. When the Directory is published it will contain a model policy which the Diocese of Northampton will adapt for schools.

St. Joseph's Catholic Primary School

Prayer and Liturgy Policy

Mission Statement

In the Light of Jesus we Learn to Shine

The Nature of Prayer and Liturgy

Prayer and liturgy in a Catholic school names and celebrates God's presence in our lives. It is concerned with giving glory, honour, praise and thanks to God. It is our loving response, in word and action, to God's invitation to enter into relationship, made possible through the work of Jesus Christ and the witness of the Holy Spirit.

'The celebration of Catholic liturgies and prayers as an integral part of the learning and teaching should enable the school community to become reflective, experience the presence of God and should develop a mature spiritual life.'¹

Legal Requirements

It is a legal requirement that there is a daily 'act of worship' offered for all pupils. This can take place at any time during the school day and can be either a single 'act of worship' for all pupils, or separate 'acts of worship' in school groups. Holding an assembly that includes a prayer, said either by the teacher or everyone present, does not fulfil this requirement. Prayer, liturgical prayer and assembly are distinct activities. They may sometimes form part of the same gathering, but the difference between will always be made clear.

The 'act of worship' is not designated curriculum time under regulations and will not be subsumed under any part of the curriculum, including religious education. Responsibility for arranging prayer and liturgy lies with the Governing Body after consultation with the headteacher.

Parents have a right to withdraw their child from 'Collective Worship'. However, given the importance of prayer and liturgy in a Catholic school, parents and prospective parents will be made aware of the fact that it can never be confined to 'timetabled slots' but may take place in a variety of contexts other than those which are specifically structured, within Come and See RE curriculum.

The Place of Prayer and Liturgy in the Life of St. Joseph's Catholic Primary School

Prayer and liturgy is an integral part of school life and central to the Catholic tradition.

Prayer and liturgy takes into account the religious and educational needs of all who share in it:

- Those who form part of the worshipping community in church;
- Those for whom school may be their first and only experience of church;
- Those from other Christian traditions – or none;
- Those from other faith backgrounds.

¹ Christ at the Centre Rev Marcus Stock, 2005

The Aims of Prayer and Liturgy

Prayer and liturgy in St. Joseph's Catholic Primary School aims to provide opportunities for all pupils and staff:

- To contemplate the mystery of God
- To reflect on spiritual and moral issues
- To explore personal beliefs
- To respond to and to celebrate life
- To experience a sense of belonging and to develop community spirit
- To develop a common ethos and shared values
- To enrich religious experience
- To grow in liturgical understanding and development
- To pray using prayers which are part of the Catholic tradition
- To reinforce positive attitudes
- To participate fully
- To take time out 'to wonder at', 'to come to terms with' and 'to give worth to.'

Principles

All acts of prayer in St. Joseph's Catholic Primary School will:

- Give glory and honour to God;
- Be a quality activity, fundamental to the life of the school and its Catholic character;
- Enable pupils to develop skills so that they can prepare, organise and lead prayer times;
- Give pupils positive liturgical experiences, appropriate to their age, aptitude and family backgrounds in order to prepare them for the liturgical life of the Church.² Celebrations will be appropriate to the age and groupings of the children.

Planning, content and celebration

Prayer and liturgy is planned following a structure with reference to the Church's seasons, Come and See, feast days, the curriculum and significant dates e.g. CAFOD Family Fast Day, Fairtrade Fortnight. Parents and Governors are invited to participate in some celebrations.

A variety of prayer styles will be used appropriate to the age of the children and the occasion. Staff prayer takes place as part of Monday briefing, weekly staff meetings and Friday Prayer and Reflection during Advent and Lent.

A Timetable of Prayer and Liturgy is updated termly to include the weekly focus and shared with staff. During the week there is daily opportunity for morning Collective Worship that takes the following form:

Monday Moment- linked to Catholic Virtue of the week

Tuesday - Whole Key Stage Assembly

Wednesday – Quiet and reflection time in class

Thursday – Pupil Led Liturgy in class

Friday - Whole Key Stage Assembly

*in addition pupils will enjoy Song and Praise (Hymn Practice)

The school prayer room is also open to children during break times and lunch times. Prayer will be organised and led by the Faith Ambassadors and RE Subject Leader on a rota. At other times it will be set up for quiet prayer.

² Directory for Masses with Children, paragraph 9.

Leading Prayer and Liturgy

As faith leader of the school, the Headteacher and RE Subject Leader (DH) will plan and lead prayer and liturgy across the school. Year Leaders will monitor that this is included in teachers' weekly timetables. The class teacher will lead class prayer and liturgy and work with prayer leaders to ensure pupil led liturgy is planned appropriately. Children are taught to plan and lead prayer times according to their age using the school template.

Recording

Prayer and liturgy is recorded in pupils' RE books, Special RE Books and prayer journals (individual and class).

Monitoring and Evaluation

Prayer and liturgy is monitored using prayer and liturgy monitoring form and takes place termly.

Following monitoring, training needs will be identified and outcomes used to inform the school's CSED (Catholic Schools Evaluation Document).

Resources

Classrooms are well resourced for Prayer & Liturgy including:

- Bible (15 per class in Ks2)
- Prayer books
- Prayer Candles
- Material linked to the Liturgical colours
- A range of religious icons and statues
- Music for reflection and hymns
- Ten Ten Resources and subscription

**Staff are encouraged to personalise their own prayer space with items of their choice*

The learning environment

'Symbols and icons of the Catholic faith when displayed in school and throughout its premises will help the school community and visitors to experience the uniqueness and sacredness of this learning environment'³

Focal points in each classroom and throughout the school will reflect the liturgical season and will reference Come and See topics. In this way they will be an outward sign of the school's ethos.

Retreats

The school offer a range of retreat activities during Lent and Advent. This programme will now extend to the following:

- Year 6 visit to Walsingham
- Faith Ambassadors visits to Wintershall
- Year 5 Project with Radio Maria
- External providers during Advent and Lent

Other opportunities

KS2 attend Parish Mass on the first Tuesday of the Month on a rota

Year 2 attend First Friday Mass

Penitential services during Advent and Lent for the whole school

Holy Week services led by Clergy and School Faith Ambassadors

Diocesan Schools' Mass in October

Sacrament of Reconciliation KS2 with local Parish Priests during Advent and Lent

³ Christ at the Centre Rev Marcus Stock, 2005

Eucharist

KS2 celebrate beginning and end of term with mass at St. Joseph's Church.

Year 6 pupils have the opportunity to participate in Adoration during Advent and Lent.

Prayers that the children will learn:

The Sign of the Cross

Our Father

The Hail Mary

The Glory Be

Act of Contrition

KS1 school prayer

KS2 school prayer

The Rosary

Prayer to the Holy Spirit

Eternal Rest

The Magnificat (Year 6 linked to Come and See)

Hail Holy Queen

The Coordinator for Prayer and Liturgy

Sinead Killian Deputy Head and RE Subject Leader

Policy Monitoring and Review

This policy is monitored by the Prayer and Liturgy Coordinator and is evaluated and reviewed by the whole school staff and governors every two years. The Foundation Governors in particular will play a most important role.

The Role of the Coordinator for Prayer and Liturgy

- Formulating a written policy for prayer and liturgy
- Ensuring that there is a development plan for prayer and liturgy included in the school development plan
- Ensuring that prayer and liturgy is appropriate to the age, aptitudes and faith backgrounds of pupils
- Ensuring that prayer and liturgy takes account of the religious and educational needs of all who share in it and is rooted in the principles of the 'Directory for Masses with Children'
- Organising themes for prayer times
- Assisting the governors and Headteacher to carry out their legal responsibilities with regard to prayer and liturgy including withdrawal from Collective Worship
- Developing staff confidence and expertise e.g. through modelling different prayer styles

Planning, recording, monitoring and evaluating

- Maintaining and developing effective procedures and documentation
- Observing Acts of Prayer and Liturgy and providing feedback
- Informing the headteacher of standards and developments in prayer and liturgy

Communication

- Communicating to members of the school community the significance and content of prayer and liturgy
- Reporting to and consulting with the governors and headteacher regarding matters of concern and development
- Acting as consultant to colleagues
- Encouraging positive attitudes towards prayer and liturgy
- Informing newly appointed colleagues of school policy regarding prayer and liturgy
- Communicating with parents, governors and the parish community
- Liaison with the school chaplaincy team
- Liaison with the Diocesan Education Service

Professional development/Ongoing formation

- Leading and organising in-service training and ongoing formation for prayer and liturgy
- Attending appropriate in-service courses, reporting back and leading staff training
- Keeping up to date by personal reading

Resources

- Evaluating existing resources
- Developing the resources available for prayer and liturgy including visual aids, artefacts, drapes, music, visitors, leaders, new and relevant books, posters etc.
- Budgeting efficiently

[Consideration should be given to the establishment of a planning group, which might include, the coordinator, the Headteacher, deputy, staff, pupils, governors and school chaplains. It would be part of the role of the coordinator to lead this group.]