

Prayer and Liturgy Policy

2024-25



School: Our Lady & St Anne's Catholic Primary School

Head Teacher: Samantha Henzell

Our Light Shines Always

We want the best teaching, the best opportunities and the best support and encouragement for every child. We are a friendly, happy, Catholic school, where everyone is valued for their individuality and special gifts.

Academic year	Designated Lead	Head Teacher	Chair of Governors
2024-2025	Sally Justice	Samantha Henzell	Hugh Stolliday

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 Hexham and Newcastle will adapt for schools.

Our Lady & St. Anne's Catholic Primary School Prayer and Liturgy Policy

Mission Statement

We want the best teaching, the best opportunities and the best support and encouragement for every child. We are a friendly, happy, Catholic school, where everyone is valued for their individuality and special gifts.

Our Light Shines Always (OLSA school motto)

The mission statement of **Our Lady & St. Anne's Catholic Primary School** is visible throughout the school environment. It clearly reflects the school's role in the educational mission of the Church, promoting Gospel values and the teachings of the Catholic Church.

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.

¹ Christ at the Centre Rev Marcus Stock, 2005

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 Our Lady & St. Anne'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.

The Aims of Prayer and Liturgy

Prayer and liturgy in Our Lady & St. Anne'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 Our Lady & St. Anne'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, Holocaust Memorial Day.

Parish and parents 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.

Celebration of the Word in Our Lady & St. Anne's Catholic Primary School takes place as follows:

Monday, Thursday and Friday: All staff attend morning worship as part of our staff briefing or phase meeting.

Monday: Whole school Celebration of the Word (HT, SLT and Year 6 pupils)

Tuesday/Wednesday: Class Collective Worship (child led)

Thursday: Assembly/Catholic Social Teaching (teacher led) – Hymn Practice.

Friday: Whole school celebration assembly and a Y6 child led worship at key points in the liturgical calendar.

Daily prayers are shared in every class.

Mass is celebrated in school on a termly basis. Pupils lead in readings, supported by Parish Priest.

Every class celebrates a termly act of worship, either as a liturgy or a year group Mass.

Whole school Worship takes place throughout the year Welcome Mass, Ash Wednesday, Lent, Holy Week, Advent, end of year celebration mass etc.

² Directory for Masses with Children, paragraph 9.

Leading Prayer and Liturgy

As faith leader of the school, Mrs Henzell (Head Teacher), Miss Justice (Deputy Head Teacher/RE Co-ordinator) and the leadership team will plan and lead prayer and liturgy. Class teachers will lead class prayer and liturgy. Children are taught to plan and lead prayer times according to their age.

Recording

Prayer and liturgy is recorded in Collective Worship floor books and planned using the Collective Worship Liturgy planner and scripture planned around the Come and See unit of study and in line with the liturgical year.

Monitoring and Evaluation

Prayer and liturgy are monitored as part of the whole school monitoring programme using prayer and liturgy monitoring form.

Prayer and liturgy monitoring sheet

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

Resources

All RE resources can be found in the RE resource cupboard. Each class has a box of resources, materials, candles and crosses which will be used in Worship throughout the year.

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

Staff attend retreats from the diocesan programme, Year 5 attend a class retreat led by the YMT and out Y6 pupils participate in the Youth Festival. During the previous two academic years Y6 has also participate in a retreat to Rome, Italy. Areas for quiet prayer are set up in the hall and are used voluntary by the children.

Other opportunities

Children have the opportunity to go to Mass at certain points in the year, eg Advent, Easter, end of Year Mass etc and also have the opportunity to take part in a termly mass in school. As we have a vast number of children from other Faiths' we celebrate this throughout the year in school and during our World Faith week. Children visit the synagogue or Mosque and we have a wide range of visitors that come in to enhance the prayer and liturgy life of our school.

Eucharist

Eucharist celebrations in school will highlight special occasion and will normally be celebrated with the children whose faith development has reached an appropriate stage. The same general principles will apply to planning a Eucharistic celebration as other acts of worship, therefore opportunities for children to participate are maximised. When preparing these celebrations reference will be made as a basis for our practice. We believe that children are best introduced to prayer, the sacraments and particularly the Eucharist in a step by step approach.

The Coordinator for Prayer and Liturgy

³ Christ at the Centre Rev Marcus Stock, 2005

The senior leadership team co-ordinate together for prayer and liturgy.

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 chaplain
- Liaison with the Diocesan Department for Education

Professional development/Ongoing formation

- Leading and organising inservice 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

Policy Monitoring and Review

This policy is monitored by the Prayer and Liturgy Coordinators; Mrs Henzell (Head Teacher) and Miss Justice (Deputy Head Teacher/ RE Co-ordinator) 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.