



## **St. Jude's Catholic Primary School**

*We live, love and learn together joyfully in Jesus' name.*

### **Prayer & Liturgy Policy**

**“Prayer is the raising of one's heart and mind to God.”<sup>1</sup>**

We acknowledge the legal requirement that there must be a daily act of worship for all pupils placed at any time during the school day and could take many different forms. Whilst all assemblies and hymn practices begin with prayer, we understand that simply holding an assembly that includes a prayer, said either by the teacher or everyone present, does not fulfil this requirement. Prayer and Liturgy and assemblies are distinct activities although they may sometimes form part of the same gathering. The difference between the two will always be made clear.

Prayer and Liturgy is separate from the RE curriculum.

Parents have a right to withdraw their child from Prayer and Liturgy; however, all parents and prospective parents will be made aware of the centrality of prayer to our daily lives in a Catholic school.

#### **The Nature of Prayer and Liturgy**

We acknowledge the 1988 Education Reform Act which clearly states that collective worship should be 'wholly or mainly of a broadly Christian character'. Therefore, we base all our assemblies on the teachings of Christ and the traditions of the Catholic Church. Christian worship in a Catholic school celebrates God's presence in our lives and through Prayer and Liturgy we give glory, honour, praise and thanks to God. We respond to God's words, developing our relationship with Him, so that we can make a difference in the world.

#### **Inclusion**

We believe we must conduct our assemblies in a manner that is sensitive to the individual faiths and beliefs of all members of the school.

- Those who are part of a worshipping community in church
- Those for whom school may be their only experience of church
- Those from other Christian traditions- or none
- Those from other faiths

Therefore, throughout the academic year we will hold assemblies that reflect other religions as we want all children to feel included whatever their beliefs or background. Prayer and Liturgy also takes into account the educational needs of all who share in it.

---

## Aims

- To ensure that all pupils take part in a daily act of worship of a wholly or mainly of a broadly Christian character.
- To develop children’s knowledge of traditional prayers of the Church and the Liturgical year.
- To provide all pupils with an opportunity to worship God
- To allow children time to celebrate creation and life
- To enable children to reflect on spiritual and moral issues
- To allow children time to explore and question their own beliefs
- To develop a sense of belonging recognising that we are one family with a common ethos and shared values.

## Overview of Prayer and Liturgy:

Type	Involves	Frequency	Location	Led-by
Gospel Assembly	Reception, KS1 & KS2	Every Monday	School hall	Head teacher
Morning Prayer	Whole School	Every morning	In classrooms	Teachers, Prayer leaders
Grace before and after meals	Whole School	Every day before and after lunch	In classrooms	Teachers, Prayer leaders
Evening prayer	Whole School	End of the day	In classrooms	Teachers, Prayer leaders
Class Celebration of the Word	Each class	Once a week, timetabled according to each class	In classrooms/ prayer garden	Pupils & Teachers
Reception Welcome Service	Reception	Autumn Term	Classrooms	Y6 Pupils & Teachers
Mass	Whole School	Weekly	Church	Parish priest & pupils
Key Stage Assemblies	Reception, KS1 & KS2	Weekly	School hall	Teachers, Prayer leaders, HT
Friday Celebration	Whole School	Weekly	School hall & Classrooms	Head teacher
Advent Liturgies	Each class	Daily throughout Advent (5 minutes)	Classrooms	One Life Music
Advent Reflections	Phases	Autumn Term	School hall	Pupils
Bambinelli Mass	Year 5	Autumn Term	Church	Parish priest
Lent Liturgies	Each class	Daily throughout Advent (5 minutes)	Classrooms	One Life Music

Stations of the Cross reflection	Whole School, parents, parishioners	Spring Term	Church	Pupils
Sacramental Commitment Mass	Baptised Catholics receiving sacraments	Autumn Term	Church	Parish priest
First Reconciliation commitment masses and preparation sessions	Baptised Catholics receiving sacrament	Autumn Term x 2	Church	Parish priest
First Communion commitment masses and preparation sessions	Baptised Catholics receiving sacrament	Spring/Summer Term x 2	Church	Parish priest
First Holy Communion	Baptised Catholics receiving sacrament	Summer Term	Church	Parish priest
Confirmation commitment masses and preparation sessions	Baptised Catholics receiving sacrament	Autumn/Spring Term x 2	Church	Parish priest
Confirmation	Baptised Catholics receiving sacrament	Spring Term	Church	Parish priest
Tolkien Group Chaplaincy Mass	Pupils from KS2 Classes	Autumn Term	Church	Parish priest
Tolkien Chaplaincy Formation	Pupils from KS2 Classes	X3 throughout the year	School hall	Tolkien Chaplaincy Team

#### Organisation of Celebration of the Word (Whole school, Phase or Key Stage not including Mass)

- Music - music should be played at the beginning and end of Prayer and Liturgy which, if possible, fits in with the theme for the week.
- Hymns - should be chosen to reflect the theme for the week or the day. Recorded music will be used for the children to sing along with when it is not possible to use piano accompaniment.
- Prayers - the children should be introduced to several prayers which we expect them to learn. See Prayer Overview for the Year.

## **Prayer & Liturgy**

Provider - the provider may be the Headteacher, Deputy Head, class teacher, pupils, priest, or outside speaker (subject to appropriate safeguarding checks)

Theme - the theme will follow the Gospel, the Liturgical year e.g. Feast Days including Saints of the Year or another significant event in the Catholic Life of the school.

In planning Prayer and Liturgy we should be mindful of singing, readings and storytelling, rituals, drama, music for listening, responses, audio-visual presentation, interviews, symbols, prayer and dance.

Organisation of Prayer and Liturgy (in class)

All children must have the opportunity to plan and lead Prayer and Liturgy in class; staff may use the diocesan Collective Worship planner with children.

Class-based Prayer and Liturgy must take place once a week and the following format should be shared and understood by staff and pupils:

- 1) We Gather:
  - Music
  - Lighting a candle
  - Art
- 2) We Listen:
  - Scripture
  - Prayer
  - Links to world news/ events
  - A story
  - Hymn
  - Acting/ role-play
  - Art
- 3) We Respond:
  - Writing prayer
  - Meditation
  - Art
  - Sharing spontaneous prayer
- 4) We Go Forth & Give Witness:
  - Taking something home
  - Remembering a bible passage/ sentence
  - A special challenge
  - Reflected in conversations with others and actions towards peers

## **Resources**

Each class has:

- Prayer cloths for the Liturgical seasons
- Candle/ candles
- Statue (Jesus and Mary)
- Rosary beads

- An age-appropriate bible

Prayer resources are audited each year and staff may request further items to enhance prayer on an annual basis.

## **Roles and Responsibilities**

### **Role of the Governing Body**

The Governing Body has:

- delegated powers and responsibilities to the Headteacher to ensure collective worship takes place in the school;
- delegated powers and responsibilities to the Headteacher to ensure all school personnel and stakeholders are aware of and comply with this policy;
- responsibility for ensuring that the school complies with all equalities legislation;
- nominated a designated Equalities governor to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;
- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;
- the responsibility of involving the School Council and Chaplaincy Team in the development, approval, implementation and review of this policy;
- nominated a link governor to visit the school regularly, to liaise with the Headteacher and the coordinator and to report back to the Governing Body;
- responsibility for the effective implementation, monitoring and evaluation of this policy

### **The Headteacher and the Senior Leadership Team will:**

- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- ensure that daily prayer and liturgy takes place in the school;
- nominate a member of staff to be responsible for the organisation and development of this policy but is aware that teachers cannot be directed to conduct collective worship;
- work closely with the link governor and coordinator;
- provide leadership and vision in respect of equality;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy;
- annually report to the Governing Body on the success and development of this policy.

### **Role of the Coordinator**

The coordinator will:

- lead the development of this policy throughout the school;
- work closely with the Headteacher and the nominated governor;
- provide guidance and support to all staff;
- provide training for all staff on induction and when the need arises
- keep up-to-date with new developments and resources;
- undertake risk assessments when required;
- review and monitor prayer and liturgy;
- annually report to the Governing Body on the success and development of this policy.

#### **Role of the nominated Governor**

The Nominated Governor will:

- work closely with the Headteacher and the coordinator;
- ensure this policy and other linked policies are up to date;
- ensure that everyone connected with the school is aware of this policy;
- report to the Governing Body every term;
- annually report to the Governing Body on the success and development of this policy

#### **Role of School Personnel**

School personnel will:

- comply with all aspects of this policy;
- implement the school's equalities policy and schemes;
- report and deal with all incidents of discrimination;
- attend appropriate training sessions on equality;
- report any concerns they have on any aspect of the school community.

#### **Role of Pupils**

Pupils will:

- be aware of and comply with this policy;
- they will help to plan and lead Prayer and Liturgy with progression seen from Reception to Year 6 in how this is carried out;
- during Prayer and Liturgy pupils will be dignified and respectful; calm and reflective; able to behave in an appropriate manner; quiet, thoughtful; listen carefully to the content; listen carefully to all instructions given by the teacher; ask for further help if they do not understand; treat others, their work and equipment with respect; support the Pupil Code of Conduct and guidance necessary to ensure the smooth running of the school.

- liaise with the Chaplaincy Team and school council;
- take part in questionnaires and surveys
- use Prayer and Liturgy as an opportunity to reflect upon issues which are important to them.

We want children to participate not only in the hymns and prayers but to show their work and to raise issues that they have discussed in class.

### **Role of Liturgy Leaders**

Chaplaincy Leaders will be involved in:

- discussing improvements to this policy during the school year;
- organising surveys to gauge the thoughts of all pupils;
- reviewing the effectiveness of this policy with the Governing Body
- planning and leading initiatives throughout the school year
- planning and leading Prayer and Liturgy

### **Role of Parents**

**Parents/carers will:**

- Be welcomed in to the prayer life of the school;
- be aware of and comply with this policy;
- be invited to attend class assemblies;
- be asked to take part periodic surveys conducted by the school;
- support the school Pupil of Conduct and guidance necessary to ensure smooth running of the school.