



St Richard Reynolds Catholic High School

Policy: Prayer & Liturgy Policy

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Date of next review: As required

Mission Statement:

St Richard Reynolds is a Catholic community rooted in the love of Christ in which we **seek to** help each other to become the person whom God has created us to be; **and** where children come first **and** all are loved, listened to, challenged and inspired.

We believe our approach will lead to young people who will:

- experience the many benefits of positive relationships & good friendships
- develop 'bucket loads' of confidence
- attain the academic outcomes they need and are capable of
- develop the skills and attributes that will help them succeed in tomorrow's world
- grow in faith and strive to live their lives as the person God has created them to be

We follow St Richard Reynolds' call to 'See the good things of the Lord' in each other, in our academic studies, in our appreciation of the world around us and in our own God-given gifts and talents.

1. The context of this prayer and liturgy policy:

In recognition of the importance of prayer and worship being at the centre of all that our school does, the school is acutely aware that '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.' (Marcus Stock (2012), Christ at the Centre, Catholic Truth Society, 23.)

2. Statement of requirement:

The law requires all maintained Catholic schools to provide an act of daily collective worship (prayer and liturgy) for all students, including those in the sixth form (Section 70, 1988 Education Act) that is in accordance with the rites, practices, disciplines, and liturgical norms of the Catholic Church (School Standards and Framework Act 1998, schedule 20; 70 Instrument of Government, clause 2). Academies in England are required by their funding agreement and Articles of Association to comply with similar requirements (The Mainstream Academy and Free School: Supplemental Funding Agreement, December 2020; Model Articles for Catholic Academies, February 2019).

The law requires all maintained schools to recognise and respect that parents have the legal right to withdraw their children up to the age of 16 from prayer and liturgy (School Standards and Framework Act 1998, s.71(1A)). Sixth-form students can choose to withdraw themselves from prayer and liturgy (School Standards and Framework Act 1998, s.71(1B)). 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.

The school's provision for prayer and liturgy will fulfil students' entitlement to experience the range of liturgical treasures of the Church, including a shared repertoire of prayers and liturgical music with which students in the school will be familiar.

Prayer and liturgy are not designated curriculum time. In the context of the Catholic school, this means that times of prayer and liturgy are not considered to be part of the allocation of curriculum time for Religious Education.

3. Responsibilities:

A variety of different stakeholders have responsibility for prayer and worship within the school context.

Governors:

The governors, as guardians of the Catholic school's life and mission, have a responsibility to ensure that:

- prayer and liturgy are central to the Catholic life of the school and therefore are in line with the guidance set out by the Prayer and Liturgy Directory
- there is a named person(s) who is responsible for prayer and liturgy in the school (LT OCC Lead)
- the prayer and liturgy policy is updated regularly and shared with all stakeholders
- there is a budget for prayer and liturgy that reflects its centrality to the life of a Catholic school.

Principal:

The Principal and Head of School, as the spiritual leaders of the school as a Catholic community, ensure that:

- prayer and liturgy are central to the Catholic life of the school and therefore are in line with the guidance set out by the Prayer and Liturgy Directory
- they work in partnership with the leader(s) for prayer and liturgy
- those responsible for prayer and liturgy in the school have been given appropriate training and formation to ensure that all guidance is followed and adhered to
- there are suitable resources for prayer and liturgy in the school.

Chaplaincy Team:

Those responsible for prayer and liturgy, namely the LT OCC Lead, Chaplain and wider team, ensure that:

- prayer and liturgy are central to the Catholic life of the school and therefore are in line with the guidance set out by the Prayer and Liturgy Directory
- there is an Annual Plan of Provision for prayer and liturgy across the school year which identifies liturgical seasons and key celebrations, as well as opportunities for the celebration of the Sacraments
- there is daily planned prayer for all pupils, appropriate to age and ability, as outlined in the Prayer and Liturgy Directory
- students are supported in their liturgical formation to take an active role in the planning, preparation, and delivery of prayer and liturgy according to their age and capacity, and in a manner which facilitates their progressive participation
- resources to support the planning of prayer and liturgy are appropriate and readily available to staff and students
- induction on prayer and liturgy takes place for new members of staff as required
- staff have access to effective training and formation opportunities

- monitoring and evaluation of prayer and liturgy take place regularly and feed back into planning for future liturgies
- monitoring of prayer and liturgy is reported to the Principal and governing body to support whole-school development and the Catholic life of the school
- there is collaboration with local clergy and parishes
- liaison with the Diocesan Advisory Service and others is maintained to ensure they keep updated with best practice.

4. Overview of prayer and liturgy provision:

Holy Days of Obligation

When a Holy Day of Obligation falls on a school day, the day is marked with a celebration of Mass.

- When a priest(s) can be secured for three Masses, Mass is celebrated in school with all year groups.
- If not enough priests can be secured then, where possible, students are accompanied by staff to participate in Mass in local parishes.
- While not a Holy Day of Obligation, a Mass or a Celebration of the Word with distribution of ashes is celebrated for each year group on Ash Wednesday when it occurs within term-time.

Holy Mass

Each year, in addition to Holy Days of Obligation, all students will take part in a Mass organised by the Chaplaincy Team. These Masses will take place either in their form groups or as a whole year group, and students from that cohort will be scheduled to lead ministries and practical preparations.

- Mass will be celebrated each week in the College Chapel (when a priest is available), with a tutor group from Years 8, 9 or 11 taking a lead in ministries and practical preparations each week. These weekly Masses in the Chapel will not take place during Advent, Lent, the last half term of the summer term or when there is a Holy Day of Obligation that week.
- A staff Mass is celebrated at the start of the school year.
- A Welcome Mass will be celebrated for Year 7 and 12 at the start of the school year.
- Each Year 7 form will prepare and celebrate Mass as part of their Retreat day in the Autumn term
- Year 10 and 12 will prepare and celebrate Mass as a year group in the Summer term.
- A Leavers' Mass is celebrated for Year 13 in the Summer term.
- Training for those serving as eucharistic ministers and altar servers is delivered on an annual basis by our Chaplaincy Team and some of our local parish priests.

Daily Prayer

- Tutor time includes daily prayer using the form prayer table as a focus and resources supplied by Chaplaincy, except when there is a year group assembly or Celebration of the Word. Tutor time prayer is led by students via a rota.
- Students participate in prayer in each of their RE lessons.
- Grace before meals is said at the end of period 4 across the school before lunch.
- Staff briefings, meetings and CPD sessions begin in prayer
- Morning Prayers are said in the Chapel during Advent and Lent in the Chapel and are led by volunteer students and staff
- Members of the Leadership Team and/or invigilators lead prayer with students before exams.
- Students and staff support, attend and contribute towards national and international events such as the diocesan pilgrimage to Lourdes and FLAME conference by CYMFED.

Celebration of the Word

- Key stage assemblies take place every fortnight termed as "Celebration of the Word", due to their liturgical format and focus on the Gospel. These are led by members of the Leadership Team or Middle Leaders.
- The Pastoral Leads lead a non-liturgical year group assembly each fortnight, which nonetheless includes elements of prayer and reflection.

Sacrament of Reconciliation

- The Sacrament of Reconciliation is available for all students and staff during Lent. Priests from our local parishes come into College to facilitate our College community to participate in this sacrament. This is a voluntary opportunity and one which many of our students take up.

Retreats

- Retreat opportunities are scheduled within curriculum time for every year group, every year

House Feast Days

- House feast days are marked with a Celebration of the Word tutor time for students in that house. These are led by student OCC (Our Catholic Community) Leads and supported by the Chaplain.

Year 11 Leavers liturgy

- Whilst the majority of students stay with us into Year 12, we mark the formal end of Year 11 with a liturgy led by the Chaplaincy and Pastoral teams.

5. Resourcing:

Prayer and liturgy are central to the school's understanding of itself as a Catholic school, and this is reflected in the annual budget allocation and available resources, including staff time, chaplaincy provision, and dedicated spaces for prayer and liturgy. The Catholic character of the school is reflected in religious artefacts and images on display throughout the building. The Chapel is furnished and maintained as such to reflect the Church's liturgical season. Staff training and formation costs will be funded separately to ensure that all staff are able to fulfil their responsibility to contribute to the prayer and liturgical life of the school.

6. Training and formation:

All new staff will be supported during induction and beyond, so that they fully understand the responsibility they carry within their individual role for leading prayer and liturgy in the school. Any individual training needs will be identified and addressed through training and formation. There will also be the opportunity for whole-staff professional development at least once a year, so that all staff understand the importance of prayer and liturgy and relevant staff are well supported to lead as required. Training for those serving as eucharistic ministers and altar servers is delivered on an annual basis by our Chaplaincy Team and some of our local parish priests.

7. Monitoring and evaluation:

Monitoring and evaluation of the quality and impact of prayer and liturgy will take place regularly involving students, parents, staff, clergy, and governors. Areas for development will be identified and issues raised will be actioned and evidenced as appropriate.

- Student feedback is gathered both verbally through student voice and also through student surveys
- Pastoral Leaders and Assistant Pastoral Leaders, supported by their LT link, is responsible for monitoring each tutor group's daily prayer at least once per half-term
- The Leadership Team is responsible for monitoring Celebrations of the Word
- All staff may contribute to the monitoring of collective worship and will be invited to give feedback following participation in retreats, Masses, Celebrations of the Word and other OCC events.
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8. Review:

The policy will be reviewed as part of the regular cycle of policy review conducted by the governors.