



## St Richard Reynolds Catholic Primary School

**Policy:** Prayer and 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.

### **Introduction:**

Many of our children join in Reception and our hope is they will remain with us until the end of Sixth Form. They are with us for at least seven of their formative years. Children and their families are part of our college community in which the teachings of Christ are central to daily life. The ethos of the college and the values it cherishes, together with home and parish life, will have considerable influence on each child.

We are mindful of the responsibility this influence brings and it is our intention that over their seven-year journey:

- We teach the truths of our faith and reflect the traditions of the Catholic Church.
- We nurture the spiritual life of the children through example, prayer, liturgy, and the sacraments.
- We help our children grow in confidence and self-esteem.

In the Primary School, prayer, Celebrations of the word and liturgies nourish faith and enrich the religious experiences of pupils and staff and foster a relationship with God. School Celebrations of the Word, assemblies and liturgies, develop personal self-esteem and respect; strengthen our community spirit and promote the common ethos of the school. Experiences of prayer and liturgy also contain opportunities for reflection and moments of stillness to be open to the presence of God.

## **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. Aims of prayer and liturgy:**

We believe that Prayer and Liturgy in our school aims to provide opportunity for all pupils and staff:

- To contemplate something of the mystery of God
- To reflect on spiritual and moral issues
- To explore their own beliefs
- To respond to and celebrate life
- To experience a sense of belonging and develop community spirit
- To develop a common ethos and shared values
- To enrich religious experience
- To grow in liturgical understanding and development
- To reinforce prayers that are part of the Catholic tradition
- To reinforce positive attitudes
- To participate fully.

## **3. Statement of requirement:**

The law requires all maintained Catholic schools to provide an act of daily collective worship (prayer and liturgy) for all pupils (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)). 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 pupils' entitlement to experience the range of liturgical treasures of the Church, including a shared repertoire of prayers and liturgical music with which pupils 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.

#### **4. 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 (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/Head of School:**

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
- pupils 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, Head of Primary 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.

## 5. Overview of prayer and liturgy provision:

**Prayer and Liturgy timetable**

DAY	TYPE OF WORSHIP	NATURE OF WORSHIP	LED BY
Monday	Gospel celebration of the Word	To reflect upon the previous weekly Gospel readings and appropriate liturgical themes of the day including feast days or Holy Days of obligation.	Head teacher
Tuesday	Class based worship	To lead in own classes. Different forms of prayer e.g. Examen, Rosary, Lectio Divina	Class teacher
Wednesday	Singing Worship	To sing Mass responses, psalms and hymns.	Head of Music
Thursday	Child Led Celebration of the Word	Children prepare and lead in classes. EYFS and KS1 supported by staff.	Children plan and deliver the Celebration of the Word in House groups.
Friday	Celebration of the Word	To reflect on scripture linked to our focused Catholic Social Teaching Principle and to celebrate the achievements of the week.	Class teachers on a rota

### Holy Mass

- Mass will be celebrated on Holy Days of Obligation. Each year group or key stage celebrates Mass linked to liturgical themes throughout the year e.g. New life Mass, Marian Mass and a First Holy Communion Mass for Year 3
- A staff Mass is celebrated at the start of the school year
- A Welcome Mass will be celebrated for Reception at the start of the school year
- Each year group (Reception to Year 6) will join at least one Parish Mass throughout the year
- A Leavers' Mass is celebrated for Year 6 in the Summer term.

### Prayer

- Daily prayer using the prayer table as a focus and resources takes place at the start of the day, grace before and after lunch and at the end of the day. Prayers also take place daily in assemblies or in the Celebration of the Word

- Pupils learn, and experience, all forms of prayer so that they can adore, give praise and thanks, express sorrow to God on their own behalf and on behalf of others, as well as offer prayers of petition and intercession.
- Pupils participate in prayer in each of their RE lessons
- 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 pupils and staff
- Members of the Leadership Team lead prayer with pupils before SATS
- During October and May a Rosary prayer group takes place in the Chapel before school for families
- Family prayer packs are sent home during Advent (travelling crib) and Lent
- The Prayer and Liturgy Annual Plan outlines the different forms of prayer e.g. examen, Rosary, Visio Divina
- Each pupil has a prayer journal to write their own prayers during the liturgical year. The prayer journal follows the pupil on their journey through the school and is kept as a keepsake when the pupil leaves in Year 6.

### **Celebration of the Word**

- A Celebration of the Word takes place every Monday and Friday led by staff. Each week a house group leads a child-led Celebration of the Word with their class
- CAFOD and TenTen resources aid teachers in their planning. Both resources follow the Liturgical year and have a strong emphasis on scripture
- Each Celebration of the Word follows the four-part structure - **gather, listen to the Word, respond to the Word and go forth/mission.**

### **Sacrament of Reconciliation**

The Sacrament of Reconciliation is available for all pupils and staff during Lent. An opportunity for reflection and prayer is also offered to children who are not Catholic or have not received the Sacrament.

### **Holy Days of Obligation**

Holy Days of Obligation are marked with a celebration of Mass.

- Mass is celebrated in school with all year groups.
- If a priest cannot be secured, then pupils 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.

### **Retreats**

Retreat opportunities are scheduled within curriculum time for every year group. Year 5 attend an off-site retreat yearly.

### **Feast Days**

House Feast days are celebrated in Celebration of the Word. St Richard Reynolds Day, our Patron Feast Day, is marked with a school Mass or Celebration of the Word.

### **Advent and Lent**

- The pupils in EYFS and KS1 take part in a Christmas Nativity during Advent. This is shared with staff, parents and governors
- KS2 pupils share the mystery of Christ's birth through an annual Carol Service in the local Parish Church

- Advent community singing takes place with Year 3 and 4 to raise money for chosen Advent charities
- During Lent Year 3 and 4 prepare a Passion play for staff, parents and governors
- Each class prays the Stations of the Cross around our College site or in the local parish.

## **World Religions**

Each year group covers a world religion in the Autumn and Summer terms. Parents and speakers are invited to share knowledge and practise of these religions with the children.

## **6. 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. Each class has Bibles, prayer table resources and a Child Led Celebration of the Word pack. There is a central area for additional prayer and worship books and resources.

## **7. 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 per term, so that all staff understand the importance of prayer and liturgy and relevant staff are well supported to lead as required. The Chaplain and OCC lead models prayer and liturgy for new staff to support their formation.

## **8. Monitoring and evaluation:**

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

- Pupil feedback is gathered both verbally through pupil voice and also through pupil surveys
- Pupils plan and record their Child led Celebration of the Word in their class book and complete weekly reflections and evaluations
- The OCC lead and LT team is responsible for monitoring class prayer and worship 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.

## **9. Review:**

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