

# Our Lady & St. Oswald's Catholic Primary School



## Prayer and Liturgy Policy

This prayer and liturgy policy has been approved and adopted by the governing body on 26<sup>th</sup> March 2025 and will be reviewed March 2026.

### **1. The context of this prayer and liturgy policy**

‘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 pupils, 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;

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).

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.

### **Responsibility**

#### **(a) Governance**

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 (the Prayer and Liturgy Coordinator)
- 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.

### **Headteacher**

The headteacher, as the spiritual leader of the school as a Catholic community, ensures 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

## **Prayer and Liturgy Coordinator**

Those responsible for prayer and liturgy 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 pupils
- 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 headteacher 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.

## **Overview of prayer and liturgy provision**

We believe that Christian worship 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 Place of Prayer and Liturgy in the Life of our School**

Prayer and Liturgy considers 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.
- Those from other faith backgrounds or no faith background.

It will be a positive experience to which all can contribute and from which all can gain.

Prayer and Liturgy in this school is more than just a legal requirement. It is an integral part of school life and central to the Catholic tradition.

## **The Aims of Prayer and Liturgy**

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

- To worship God
- To consider spiritual and moral issues and explore their own beliefs
- To encourage participation and response, whether through active involvement in the presentation of worship or through

- listening and joining in the worship offered
- To develop community spirit, promote a common ethos and shared values, and reinforce positive attitudes
- To respond to and celebrate life
- To experience a sense of belonging
- To enrich religious experience
- To grow in liturgical understanding and development
- To reinforce prayers which are part of the Catholic tradition
- Pupil's' will be given the opportunity to take part in prayer trails at different seasons in the year, stations of the cross and to perform in the Nativity play and the Passion play.

Liturgy at Our Lady's follows the pattern detailed below: (See Appendix for template)

- We gather
- We proclaim in word and action.
- We respond to the Word.
- We leave/Go forth.

Pupils are encouraged to plan and lead class worship once a week using a celebration of the word planner and use the following guide for involvement across the year groups to ensure progression of skills and knowledge.

|        | By the end of each year group children should:                             |
|--------|----------------------------------------------------------------------------|
| Rec    | Lead the sign of the cross and set up parts of the prayer table.           |
| Year 1 | As above plus set up prayer table, introduce the word                      |
| Year 2 | As above plus leading some prayers in response and mission                 |
| Year 3 | As above plus read the Word and start to plan own response.                |
| Year 4 | As above plus faith leaders lead majority and take on more of the planning |
| Year 5 | Plan with support from an adult and lead                                   |
| Year 6 | Plan with greater independence and lead.                                   |

### Organisation of Prayer and Liturgy

| Type                                     | Involves           | Frequency                                    | Location                                  | Led by                 |
|------------------------------------------|--------------------|----------------------------------------------|-------------------------------------------|------------------------|
| Gospel assembly                          | All classes        | Tuesday                                      | Hall                                      | Head Teacher & Re Lead |
| Morning Prayer                           | All classes        | Monday and Wednesday                         | In class<br>Using 10:10 Classroom prayer. | Teacher                |
| Grace before meals                       | All classes        | Before Lunch                                 | In class                                  | Teacher                |
| Afternoon Prayer                         | All classes        | End of the day                               | In class                                  | Teacher                |
| Assembly Values & 10:10 Classroom Prayer | All Classes        | 3 <sup>rd</sup> Thursday of the month-9:00am | Hall                                      | PHSE Lead              |
| 10:10 Classroom Prayer Hymn practise     | All Classes        | Thursday-9:00am                              | Hall                                      | R.E Lead               |
| Weekly Friday Celebration                | All classes        | Friday – 9:00am                              | Hall                                      | Head Teacher           |
| Mass                                     | Reception – Year 6 | Timetabled throughout the year               | Our Lady and St Oswald's Catholic church  | Parish Priest          |

'10:10 Collective Worship' resources are linked to the Sunday Gospel of each week. This resource is also used to support the prayer life of the school.

Parents receive a monthly 10:10 newsletter and the Wednesday Word which are shared in the school news newsletter.

### **Eucharist**

Mass is an integral part of worship at Our Lady's and takes place in church at least once a term. Eucharistic celebrations in school will highlight a special occasion and will normally be celebrated with all children. Masses are generally assigned to a class to read therefore, opportunities for children to participate will be maximised. School Masses are prepared for by the R.E Lead and follow the mass of the day unless agreed otherwise with the Parish Priest.

The RE Lead co-ordinates all areas of R.E. including Prayer and Liturgy. They will work in partnership with the Parish Priest and the Head teacher to make sure that all Prayer and Liturgy is both Catholic in organisation and content. They inform and enable all members of staff and the children to fully engage in following the Catholic faith.

### **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. Dedicated spaces for prayer and liturgy will be furnished and maintained as such, and updated 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.

### **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.

### **Monitoring and evaluation**

Monitoring and evaluation of the quality and impact of prayer and liturgy will take place regularly, and at least annually, and involve all key stakeholders: pupils, parents, staff, clergy, and governors. Areas for development will be identified and issues raised will be actioned and evidenced as appropriate.

### **Review**

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

## Supporting Templates and Appendices

### Prayer and Liturgy Template

| Date                                                                                                      | Class                                                               | Theme / Focus                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Prayer Leaders                                                                                            |                                                                     |                                                                                                                                                                                                                                                                                                  |
|                                                                                                           |                                                                     |                                                                                                                                                                                                                                                                                                  |
|                                                                                                           |                                                                     | Think about...                                                                                                                                                                                                                                                                                   |
| <br><b>We gather</b>     | We come together as part of God's family.<br>Make everyone welcome! | <ul style="list-style-type: none"> <li>▪ Liturgical colours (Green, purple, white/gold, red)</li> <li>▪ Prayer focus table</li> <li>▪ Bible</li> <li>▪ Cross</li> <li>▪ Symbols/ objects/ pictures/ photos</li> <li>▪ Candle</li> <li>▪ Music</li> <li>▪ Sign of the cross</li> </ul>            |
| <br><b>We listen</b>   | God speaks to us and we listen                                      | <ul style="list-style-type: none"> <li>▪ Bible Reading</li> </ul>                                                                                                                                                                                                                                |
| <br><b>We respond</b>  | We respond to the Word of God.                                      | <ul style="list-style-type: none"> <li>▪ Prayer</li> <li>▪ Singing</li> <li>▪ Reflection</li> <li>▪ Sacred Silence</li> <li>▪ Dance</li> <li>▪ Gesture/ action</li> <li>▪ Story</li> <li>▪ Drama</li> <li>▪ Picture / photo</li> <li>▪ Create</li> </ul>                                         |
| <br><b>Going Forth</b> | We want to share the Good News!                                     | <ul style="list-style-type: none"> <li>▪ Gospel phrase</li> <li>▪ Song</li> <li>▪ Learn about CAFOD</li> <li>▪ Tell others about Catholic Social Teaching</li> <li>▪ Action</li> <li>▪ Campaign</li> <li>▪ Prayer card</li> <li>▪ Artefact</li> <li>▪ Picture</li> <li>▪ Big question</li> </ul> |
| How did it go?                                                                                            |                                                                     |                                                                                                                                                                                                                                                                                                  |

## **Prayers we use in school and at Mass.**

### **The 'Our Father'**

Our Father who art in heaven , hallowed be thy name.  
Thy kingdom come thy will be done on earth as it is in heaven.  
Give us this day our daily bread and forgive us our trespasses.  
As we forgive those who trespass against us  
And lead us not into temptation...

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### **Hail Mary**

Hail Mary full of grace, the Lord is with thee. Blessed art thou among women  
and blessed is the fruit of thy womb, Jesus.  
Holy Mary, Mother of God, pray for us sinners , now and at the hour of our  
death. Amen

### **Act of contrition (Sorry Prayer)**

Oh my God, I am sorry that I have sinned against you, because you are so good.  
By the help of your grace, I will try not to sin again.

## **Prayers before meals**

Come, Lord Jesus, be our guest  
May this food by you be blessed.  
Come and show us how to serve,  
That all may have what they deserve.  
Amen.

## Liturgical Calendar

|       | Liturgical Season | Significant Feasts/School Masses                                                  | Catholic Social Teaching / Curriculum | Prayer focus                               |
|-------|-------------------|-----------------------------------------------------------------------------------|---------------------------------------|--------------------------------------------|
| Sept  |                   | Welcome Mass                                                                      | MacMillan                             |                                            |
| Oct   |                   | Month of the Holy Rosary<br>Harvest Mass                                          | Food Bank                             | Prayer focusses to reflect month of Rosary |
| Nov   |                   | 1 <sup>st</sup> Nov-All Saints<br>2 <sup>nd</sup> Nov-All Souls                   | Remembrance                           |                                            |
| Dec   | Advent            | Christmas carol service                                                           |                                       | Crib Trail                                 |
|       | Christmas         | Whole School Nativity<br>End of term Christmas Mass                               |                                       |                                            |
| Jan   |                   | 6 <sup>th</sup> Jan Epiphany                                                      |                                       |                                            |
|       |                   | 8 <sup>th</sup> Jan Baptism of the Lord                                           |                                       |                                            |
| Feb   |                   | 11 <sup>th</sup> Feb- Our Lady of Lourdes                                         |                                       |                                            |
| March |                   | Ash Wednesday- school Mass                                                        | Big Lent Walk                         | Lent Trail<br><br>Stations of the Cross    |
| April |                   | Easter Service / Mass                                                             |                                       |                                            |
|       | Easter            | Passion of Christ Celebration                                                     |                                       |                                            |
| May   |                   | Month of Mary-rosary group<br>29 <sup>th</sup> May Ascension                      |                                       | Crowning of Mary<br><br>Rosary Group       |
| June  |                   | Pentecost<br><br>Corpus Christi<br><br>St Peter and St Paul 29 <sup>th</sup> June |                                       |                                            |
| July  |                   | End of term-school Mass                                                           |                                       |                                            |

