



# Prayer and Liturgy Policy

*We show our love for Jesus in all we do and say.  
Celebrate our gifts and our talents  
As we enjoy learning and playing together.  
We try to follow the example of St Patrick within our school  
Community.*

*This prayer and liturgy policy has been approved and adopted by the governing body in*

*January 2024*

## 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)). Sixth-form pupils can choose to withdraw themselves from prayer and liturgy (School Standards and Framework Act 1998, s.71(1B)). 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.

## 3. 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.

(b) Head teacher

The head teacher, 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.

(c) 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 head teacher 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

Monday	Whole School Gospel Assembly (Wednesday Word resources) - led by Head Teacher of Deputy
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Tuesday	Class based collective worship, liturgy and prayer - TenTen resources - led by class teacher and pupils (children chose scripture)
Wednesday	Whole School Assembly - TenTen assembly led by each class(rota)
Thursday	Class based collective worship, liturgy and prayer - TenTen resources - led by class teacher and pupils (children chose scripture)
Friday	Whole School Reflection Assembly (revisiting Wednesday Word) followed by Celebration of work (parents attend)

### Collective Worship Resources:

In order to strengthen the quality of provision of prayer, liturgy and collective worship across the school, we have purchased all resources available from TenTen.

### Collective Worship, Prayer and Liturgy:

- Parents and carers are welcomed into our whole school assemblies and year group liturgies.
- Our Monday assembly begins with a reflection on the previous Sunday's Gospel - using the Wednesday Word resources. It also includes a question for the children to ponder and respond to in their own way. (board in hall)
- The Wednesday assembly is led by two teachers, supported by the Year 6 School Chaplains. The TenTen collective worship resources are used to lead the assembly.
- The Friday reflection assembly, refocuses on the message from the Gospel shared on Monday and the responses from the children. We then give thanks for the week and celebrate the children who have used their skills and talents well.
- Throughout the year there are a number of assemblies that are led by each year group, to which the parents and carers are invited.
- Whole school Masses are celebrated on Holy Days of Obligation and special Feast Days and Celebration. E.g. Start of the Year Mass, Celebration for Year 6 Leavers
- Seasonal celebrations and school events are also held in Church, e.g. Liturgy of Reconciliation in the seasons of Lent and Advent.
- All Year groups attend Mass with the Parish regularly, there is a weekly rota for each Year group; our younger children attend a special liturgy after Mass, led by the Pastoral Lead of the Parish.

### We have expectations of what Collective worship should look like in class:

Expectations: candle, prayer table, music, scripture in place.

1. All children should be sitting in silence / finding their quiet place, calming music on - Class chaplains - to bring items from RE table to prayer table for focus of lesson.
2. Lesson begins with the sign of the cross

Left hand on their heart - right hand makes sign of the cross - touch head (God is the father), touch heart (Jesus is the Son), touch your left shoulder then right (The Holy Spirit is all around)

### Prayer:

- Prayer is woven into the daily life of our school through Collective worship and within our school liturgy assemblies and faith celebrations. Prayer is planned for but can also happen at any point in the school day. There is a strong pupil involvement in the preparation and presentation of prayer.
- Classes have a specific RE / Prayer areas and display as appropriate to the liturgical calendar or RE topics
- All Governing Body meetings and staff meetings begin with a shared prayer.
- There is a table in the hall where children can write and offer prayers; this is alongside the reflective question for children to ponder and respond to
- Children are encouraged to share music and hymns as part of our shared prayer life in school

At the beginning and end of RE lessons, there is time for prayer and reflection.

From "To know you more clearly", this prayer is to be said by the teacher at the beginning of every lesson

Dear Lord,

Please open our eyes, our ears and our hearts to hear your message and take it out in to the world.

Amen

The prayer for the end of the lesson can be found in teacher notes of the RE programme "Come and See", the same prayer and reflection should be said at the end of each lesson (of that topic) and end with a reflection/challenge - *how they can take the learning out in to the world - as Stewards of God's Word.*

We take the themes of our assemblies from the Catholic faith, and we observe the festivals and mark the events of the Liturgical year. We follow the "Come and See" Programme for Religious education for Years 1 to 6 and our displays and themes of

assembly follow this programme. Our EYFS pupils use the RED, To Know You More Clearly. (September 2023).

## **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. 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.

## **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.

## **7. 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.

## **8. Review**

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

## 9. Common prayers

This list is introduced in section 7.10 ('Common prayers').

Age phase	5-7 (KS1)	7-9 (Lower KS2)	9-11 (Upper KS2)
Prayers	<ul style="list-style-type: none"><li>• The Sign of the Cross</li><li>• The Lord's Prayer</li><li>• Hail Mary</li><li>• Glory be</li><li>• Grace before meals</li><li>• Grace after meals</li></ul>	<ul style="list-style-type: none"><li>• The Apostles' Creed</li><li>• An Act of Contrition</li><li>• Angel of God</li><li>• Come, Holy Spirit</li><li>• The Prayer of St Richard of Chichester</li></ul>	<ul style="list-style-type: none"><li>• Morning Offering</li><li>• The Rosary</li><li>• The Magnificat</li><li>• Act of Faith</li><li>• Act of Hope</li><li>• Act of Love</li></ul>

### The Sign of the Cross

In the name of the Father  
and of the Son  
and of the Holy Spirit. Amen.

The sign of the cross is both an action and a statement of faith.  
A physical reminder of our redemption in the cross and an expression of faith in the Trinity.

### The Lord's Prayer

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,  
but deliver us from evil.

The Lord's Prayer 'is truly the summary of the whole of the Gospel'. (CCC 2761.)

## The 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.

The first part of the Hail Mary is biblical, drawn from Gabriel's greeting to Mary at the Annunciation and Elizabeth's greeting at the Visitation. The second part of the prayer has its origins in 15th-century Italy

## Glory be to the Father

Glory be to the Father  
and to the Son  
and to the Holy Spirit,  
as it was in the beginning  
is now, and ever shall be  
world without end. Amen.

The doxology is a short expression of praise of the Trinity dating back to the early Church. It is used extensively in the Liturgy of the Hours and in devotions such as the Rosary.

## Grace before meals

Bless us, O Lord, and these your gifts  
which we are about to receive from your bounty.  
Through Christ our Lord.  
Amen.

## Grace after meals

We give you thanks, Almighty God,  
for all your benefits,  
who live and reign, world without end.  
Amen.



### The Apostles' Creed

I believe in God,  
the Father almighty  
Creator of heaven and earth,  
and in Jesus Christ, his only Son, our Lord,  
At the words that follow, up to and including the Virgin Mary, all bow.  
who was conceived by the Holy Spirit,  
born of the Virgin Mary,  
suffered under Pontius Pilate,  
was crucified, died and was buried;  
he descended into hell;  
on the third day he rose again from the dead;  
he ascended into heaven,  
and is seated at the right hand of God the Father almighty;  
from there he will come to judge the living and the dead.  
I believe in the Holy Spirit,  
the holy catholic Church,  
the communion of saints,  
the forgiveness of sins,  
the resurrection of the body,  
and life everlasting. Amen.

Based on baptismal documents of the 8th century  
but related to texts of an earlier origin.

### Act of Contrition

O my God,  
because you are so good,  
I am very sorry that I have sinned against you,  
and with the help of your grace  
I will not sin again.

One of the forms of the Penitent's Prayer of Sorrow found in the Rite of Penance

### Angel of God

Angel of God,  
my guardian dear,  
to whom God's love commits me here,  
ever this day be at my side,  
to light and guard, to rule and guide.

Amen.

The prayer is based on one by Reginald of Canterbury in the early 12th century.

### **Come, Holy Spirit**

V. Come, Holy Spirit, fill the hearts of your faithful.

R. And kindle in them the fire of your love.

V. Send forth your Spirit and they shall be created.

R. And you will renew the face of the earth.

Let us pray

O God, who by the light of the Holy Spirit,  
did instruct the hearts of your faithful,  
grant that by that same Holy Spirit,  
we may be truly wise, and ever rejoice in your consolation,  
Through Christ our Lord.

Amen.

This prayer is a compilation of a number of liturgical texts drawn from the  
Mass and Office of Pentecost and the Votive Mass of the Holy Spirit.

### **Prayer of St Richard of Chichester**

Thanks be to you, my Lord Jesus Christ,  
for all the benefits which you have given me,  
for all the pains and insults which you have borne for me.  
O most merciful Redeemer, friend and brother,  
may I know you more clearly,  
love you more dearly,  
and follow you more nearly,  
day by day.  
Amen.

### **Morning Offering**

O Jesus,  
through the most pure heart of Mary,  
I offer you all my prayers,  
thoughts, works and sufferings of this day  
for all the intentions of your most Sacred heart.

### **The Rosary**

For each mystery or decade, one Our Father, ten Hail Marys and the Glory be is recited.

### **The Joyful Mysteries**

(Recited Monday and Saturday)

The Annunciation (Luke 1:26-38)

The Visitation (Luke 1:39-45)

The Nativity (Luke 2:1-7)

The Presentation in the Temple (Luke 2:22-35)

The Finding in the Temple (Luke 2:41-52)

### **The Mysteries of Light**

(Recited Thursday)

The Baptism of Jesus (Matthew 3:13-17)

The Wedding Feast of Cana (John 2:1-12)

The Proclamation of the Kingdom, with the call to Conversion (Mark 1:14-15; 2:3-12)

The Transfiguration (Luke 9:28-36)

The Institution of the Eucharist (Matthew 26:26-29)

### **The Sorrowful Mysteries**

(Recited Tuesday and Friday)

The Agony in the Garden (Mark 14:32-42)

The Scouring at the Pillar (Matthew 27:15-26)

The Crowning with Thorns (Matthew 27:27-31)

The Carrying of the Cross (John 19:15-17; Luke 23:27-32)

The Crucifixion (Luke 23:33-38, 44-46)

### **The Glorious Mysteries**

(Recited Wednesday and Sunday)

The Resurrection (Matthew 28:1-8)

The Ascension (Acts 1:6-11)

The Descent of the Holy Spirit (Acts 2:1-12)

The Assumption (1 Thessalonians 4:13-19)

The Coronation of Mary Queen of Heaven and Earth (Revelation 12:1; 14:1-5; Isaiah 6:1-3)

### Prayer concluding the Rosary

[Hail, Holy Queen, etc. as above]

V. Pray for us, O holy Mother of God.

R. That we may be made worthy of the promises of Christ.

Let us pray.

O God, whose only-begotten Son,  
by his life, death and resurrection,  
has purchased for us the rewards of eternal life,  
grant, we beseech thee,  
that meditating on these mysteries  
of the most holy Rosary of the Blessed Virgin Mary,  
we may imitate what they contain  
and obtain what they promise,  
through the same Christ our Lord.  
Amen.

### The Magnificat

My soul proclaims the greatness of the Lord,  
and my spirit rejoices in God my Saviour,  
for he has looked upon his handmaid in her lowliness;  
for behold, from this day forward,  
all generations will call me blessed.  
For the Almighty has done great things for me,  
and holy is his name.  
His mercy is from age to age  
for those who fear him.  
He has made known the strength of his arm,  
and has scattered the proud in their conceit of heart.  
He has cast down the mighty from their thrones  
and has exalted those who are lowly.  
He has filled the hungry with good things,  
and has sent the rich away empty.  
He has helped his servant Israel,  
mindful of his mercy,  
even as he promised to our fathers,  
to Abraham and his descendants for ever.  
Glory be to the Father and to the Son  
and to the Holy Spirit,  
as it was in the beginning, is now,  
and ever shall be, world without end.

Amen.

Mary's song of praise was first sung to her cousin Elizabeth (Luke 1:46-55).

It is sung daily at Evening Prayer.

### **Act of Faith**

My God, I believe in you  
and all that your Church teaches,  
because you have said it,  
and your word is true.

### **Act of Hope**

My God, I hope in you,  
for grace and for glory,  
because of your promises,  
your mercy and your power.

### **Act of Love**

My God, because you are so good,  
I love you with all my heart,  
and for your sake,  
I love your neighbour as myself.