



The Catholic Schools of the Waveney Valley

Policy: Prayer and Liturgy

This prayer and liturgy policy has been approved and adopted by the governing body on:

September 2024

September 2025

Mission Statement

Our expectation is that every day **FAITH** is at the heart of everything we do:

Fulfill our potential

Aspire to excel

Immerse ourselves in the community

Think of others

Hold God in our hearts

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.)

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.

Alms

The purpose of Prayer and Liturgy:

- Ensure that each day all pupils and staff have the opportunity to participate in an occasion of worship and reflection which is in lines with our shared Catholic faith and Gospel values.
- Allow our pupils to develop and deepen their own relationships with God.
- Enable and encourage a sense of belonging.
- Allow our pupils the opportunity to reflect upon their own personal beliefs and to respond and celebrate life.
- To ensure that strong links are made between spiritual, moral, social and cultural education and religious education.
- Ensure that our Prayer and liturgy will contribute to pupils’ experience of awe and wonder.
- That a strong moral, reflective and social ethos will be created for worship enabling children to enjoy music, singing and celebration.
- That opportunities will exist throughout the year whereby our worship will be used to help children understand and experience the meaning of great religious festivals and

- holy days.
- Prayer and liturgy will contribute to our school's community cohesion and will promote children's spiritual, social, intellectual and moral development. They will allow our children to develop qualities like tolerance and understanding of other faiths and cultures.

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) 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.

(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 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

As a Catholic school, Jesus Christ remains central to every aspect of school life. All pupils are educated in the beliefs and devotional practices of the Catholic Church. Participation in the daily act of collective worship remains at the helm of every morning, before lunch, after lunch, within RE lessons and at the end of each day.

Every class will have a focal point, which is given prominence in the room. This focal point must be treated with reverence. It must be liturgically correct and follow the church's year. Focal points must not be untidy.

Reflective Prayer in the form of guided meditations and spiritual journaling.

Children are involved with the preparations and readings for Mass once a term, with parents, families and parishioners warmly welcomed.

Daily prayers are said at the start and end of each day, other prayers such as grace before and after meals are said.

Over the course of the week, a whole school Gospel assembly, led by the Head teacher or other member of staff who is a practising Catholic, takes place.

Hymn practice is celebrated each week which is led to enrich prayer and liturgy.

Class liturgies which are planned for as part of the curriculum, have a specific theme such as reconciliation and forgiveness during Lent.

Stay and Pray sessions, which parents and pupils take part in, take place during Advent, Lent and the month of May.

In May, the whole school is involved in celebrating the Virgin Mary during our May Devotion service.

Retreat day for children to Walsingham annually.

Observance of Feasts and the Church calendar.

Prayer Garden – prayer intentions board for the pupils to use at break times for special intentions and an area for prayer services.

During the months of May and October, the school holds a lunchtime Rosary Club for pupils and staff.

Penitential services are carried out during Lent for the whole school. Children receive ashes

on Ash Wednesday as a Mass/Service.

Reconciliation services are carried out during Advent and Lent for children who are baptised Catholic. For all children they will participate in an examination of conscience as part of this service.

During Lent, the children in each class plan and prepare Prayer Stations for the parish, parents and children to visit and engage with.

Equal Opportunities

All children have equal access to Prayer and Liturgy, regardless of gender, religion, culture or special education needs. Wherever possible full participation in all aspects of Prayer and Liturgy is expected and encouraged.

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.

Prayer Progression

Liturgy Progression		Prayer Progression
Year	What we want the children to be able to do, to plan, deliver and evaluate.	
EYFS	<p>Teacher to explicitly model liturgy to children at least once a term.</p> <p>Advent/Lent Term – whole class planning</p> <p>Pentecost Term – group planning</p> <p>Select appropriate colour cloth for the liturgical time of the year</p> <ul style="list-style-type: none"> • Select crucifix, open Bible, lit candle and begin to explain why • Select other appropriate artefacts to match the theme • Participate in preparing the focal area with these items • Make the sign of the cross • Put their hands together ready to pray • Know that the sign of the cross is a special sign and that it marks the beginning and the end of the liturgy • With support and from a choice, select how to ‘Gather’ etc • Teacher selects appropriate scripture passage and reads, explaining how it links to the theme • Offer simple spontaneous prayers, with support • Use appropriate responses as modelled by the teacher, explaining how the activity response <p>Take part in appropriate reflection as supported by staff</p> <ul style="list-style-type: none"> • Take part in silent prayer times/meditation up to one minute • Teacher articulates the stages within the liturgy • Teacher guides children to evaluate the liturgy • Children can begin to say how the liturgy makes them feel 	<ul style="list-style-type: none"> • By the end of the year, as well as the Sign of the Cross, children are encouraged through teacher modelling to generate their own spontaneous sorry, asking and thank you prayers • Morning Prayer • End of the Day Prayer
KS1 2	<p>Children to plan and prepare focal points for worship according to the liturgical season/branch of RED. Beginning of Yr1 onwards, all children plan liturgies in groups, facilitated by an adult.</p> <p>Yr2 to generate their own way of gathering to begin the liturgy.</p> <ul style="list-style-type: none"> • Teacher models links between sections of the 	<p>School Prayer Morning Prayer</p> <p>- Oh my God you love me, you’re with me night and day. I want to love you always in all I do and say. I’ll try to please you Father. Bless me through the day. Amen.</p> <p>Lunchtime Prayers - Grace before Meals</p> <p>End of the day Prayer – God our Father I come to say,</p>

	<p>liturgy, commenting on what is happening next and why, giving more detail than EYFS as to how this links</p> <ul style="list-style-type: none"> • Children more confident in spontaneous prayer • Children know appropriate responses • Children can respond to the Gospel appropriately making the sign of the cross on the forehead, lips and heart and begin to explain why • With support, children can begin to select an appropriate Bible story – teacher to explain / help the children leading explain why the scripture choice links with the theme • Take part in appropriate reflection as suggested by the children – teacher to explain / help the children leading explain why/how the activity links with the theme • Take part in silent prayer time/meditation up to 2 minutes • Takes part in evaluation as guided by the teacher • Children can say how the liturgy makes them feel, what they enjoy and what they can improve 	<p>thank you for your love today. Thank you for my family and all the friends you give to me. Guard me in the dark or night and in the morning send your light Amen.</p> <p>Learn: Our Father and Hail Mary Range of spontaneous sorry, asking and thank you prayers</p>
<p>LKS2 4</p>	<p>Yr3 to generate their own way of gathering to begin the liturgy, and plan their own mission for children to complete the liturgy. Whole class to evaluate liturgy, recorded on CAFOD proforma.</p> <p>Yr4 – Children to generate their own way of gathering to begin the liturgy, a response to the word, and plan their own mission for children to complete the liturgy.</p> <p>Teacher supports the children to begin to articulate and explain the links between the stages of the liturgy so that this flows appropriately and the theme follows through from beginning to end</p> <ul style="list-style-type: none"> • Children can select a Bible story and can begin to explain why and how it links to the theme. Adult to support children’s selection of appropriate Bible story and support them where needed in explaining how it links with the theme • With support, children can plan a ‘response’ or reflection appropriate to the theme of the liturgy • Children are confident in spontaneous prayers 	<p>School Prayer Morning Prayer Lunchtime prayers End of the Day prayer Our Father Hail Mary</p> <p>Learn: Glory Be – 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 To be used in liturgies after Sorry Prayers:</p> <p>Learn: Sorry Prayer – Oh my God, I thank you for loving me. I am sorry for all my sins. For not loving others and not loving you. Help me to live like Jesus and not sin again. Amen.</p> <p>Learn: Guardian Angel Prayer: Angel of God my guardian dear, to whom God’s love commits me here. Ever this night/day be at my side. To light, to guard, to rule and guide Amen.</p> <p>Range of spontaneous sorry, asking and thank you prayers</p>

	<ul style="list-style-type: none"> • Children can articulate how they can live out the mission • Take part in silent prayer/ meditation for up to 3 minutes • Children can evaluate the liturgy with greater confidence and some independence as supported by staff • Children can articulate how the liturgy makes them feel and give appropriate evaluations 	
UKS2	<p>Children can use Open Bible online resource to select a reading linked to the theme provided on the liturgical calendar. Pupils then find the passage in the Bible to add to their prayer focus. Children can generate their own gather, response, word and mission according to the theme. They may use songs, actions, prayers, classroom resources within the liturgy. We encourage active participants throughout. This is overseen by an adult, and guided only when necessary.</p> <p>Evaluation is recorded on proforma following the whole class discussion. Children are encouraged to give reasons for their responses and recommendations. As above plus:</p> <ul style="list-style-type: none"> • Children can independently plan and prepare all aspects of the liturgy • They explain confidently why prayers, scripture, responses have been chosen and how these link with the theme; and weave these explanations into the liturgy • Adult to support children's selection of a more diverse range of scripture passages linked to theme to enable their repertoire to extend. • Spontaneous prayers are confident • Children can confidently say how the mission links to the theme and its choice is appropriate • Children can take part in silent prayer/meditation up to 4 minutes • Children can confidently articulate the impact that 	<p>As LKS2 plus: Guardian Angel Prayer: Angel of God my guardian dear, to whom God's love commits me here. Ever this night/day be at my side. To light, to guard, to rule and guide Amen.</p> <p>Eternal Rest: Eternal rest grant unto them Oh Lord. And let perpetual light shine upon them. May they rest in peace. Amen</p> <p>Range of spontaneous sorry, asking and thank you prayers</p> <p>Learn: The Angelus as part of lunchtime prayers: The Angel of the Lord declared to Mary: And she conceived of the Holy Spirit. 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. Behold the handmaid of the Lord: Be it done unto me according to Thy word. Hail Mary... And the Word was made Flesh: And dwelt among us. Hail Mary... Pray for us, O Holy Mother of God, that we may be made worthy of the promises of Christ.</p> <p>Let us pray: Pour forth, we beseech Thee, O Lord, Thy grace into our hearts; that we, to whom the incarnation of Christ, Thy Son, was made known by the message of an angel, may by His Passion and Cross be brought to the glory of His Resurrection, through the same Christ Our Lord. Amen.</p>

	<p>the liturgy has on them and suggest and follow through independently outcomes of evaluations</p> <ul style="list-style-type: none">• The liturgy is overseen by the adult, guided only when necessary with minimal teacher talk and support throughout	
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Review The policy will be reviewed as part of the regular cycle of policy review conducted by the governors.