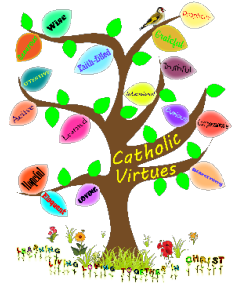




Prayer and Liturgy Policy

Know more
Remember more



Mission: Learning, Living, Loving together in Christ

The Place of Prayer and Liturgy in the Life of Our School:

Our prayer and liturgy takes into account 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, or none
- Those from other faith backgrounds.

Our times of Prayer and Liturgy will be meditative moments, all can contribute to, and from which all can gain from. Prayer and liturgy in this school is an integral part of school life and central to the Catholic tradition.

Aim and Purpose of Prayer and Liturgy

At Our Lady and St Rose of Lima Catholic Primary School, our mission statement, **Learning, Living, Loving together in Christ**, is central to every aspect of school life. We aim to be a loving community which is inspired by the life of Christ and the teachings of the Church, rooted in Gospel values and Catholic virtues. We are confident that visitors and community members can feel the sense that we are a distinctly Catholic community upon entering the school premises.

Prayer and liturgy may take place at any time during the day. It may take the form of a single act of worship with the whole school community or separate acts of worship in phase/year/class groups. When we gather for prayer and liturgy, we are open to God's presence among us.

Prayer and liturgy in our school is an integral part of our ethos, aims and relationships. It is a way of deepening our relationship with God together and individually. It is through prayer and liturgy that we share each other's faith experiences and learn the skills of prayer and reflection.

We aim to:

- develop an awareness and understanding of the presence of God in our lives
- allow each child/adult to develop their conscience, and make sound moral judgements based on commitment to their own, individual faith journey
- unite with people across the world through the celebration of special days and feast days within the liturgical year, Trinity Sunday, Corpus Christi...
- promote sacramental life and encourage children and their families to play a part in the preparation and celebration of the of the sacraments of Reconciliation, Holy Communion and Confirmation
- foster school-parish links,
- give regular opportunities for each child and staff member, to develop the skills of reverence, contemplation, reflection, interpretation, empathy and meditation which will enable their relationships with God to be deepened.

Implementation

All acts of prayer and liturgy should:

- give glory and praise to God;
- be structured to ensure a quality experience for all participants.
- be clear in their liturgical focus and varied in their delivery to reinforce the message that there are many ways to pray and embrace a relationship with God.

Opportunities for Acts of Prayer and Liturgy

- The RE team works with school leadership, pupils, staff and governors to ensure a cohesive response to the development spirituality.
- Every year we have a whole school retreat for staff and children, normally led by Dan and Emily of One Life Music.
- Each lunchtime there is an opportunity for children to join the "pupil prepared" prayer/collective worship session in the library.
- The children of KS2 have prayer buddies, they meet up with them regularly and spend a few minutes in prayer.
- Prayer and liturgy takes place in school daily. Staff and pupils are encouraged to pray with thoughtfulness and with respect through a variety of prayer experiences

Dedicated Class Time

- Prayers will be said in class four times a day (Start of day, Before Lunch, After Lunch and End of the Day). This follows the pattern of prayer within the Church.
- Children may be selected to lead prayers during class time, or the class may pray collectively or be led by the teacher.
- Pupil prepared Prayer takes place weekly.
- Formal prayers, appropriate to the age and maturity of the year group, are taught through the RE Strategy. Each class teacher has a copy of the prayers that their class are expected to learn in each year. <https://www.olstrose.bham.sch.uk/school-prayers/>

Whole School Prayer and Liturgy

Weekly Whole School Liturgy

Each Monday morning, the Head teacher will lead a scripture assembly based on the relevant liturgy of the word for the week/day. (On occasions this assembly will be prepared by and led by, children, SLT, staff etc.)

Weekly Hymn Practice

On a Tuesday, children gather in the hall for a time of prayer. Alongside the opportunity for prayer and contemplation, the children learn Mass responses and sing both traditional and modern hymns. Music is a central part of worship in our school and hymns are used in all areas of worship. The children enjoy singing, a large number of them sing in the school choir.

Weekly Prayer and Celebration Assembly

At the end of each week, the Head teacher leads a celebration assembly to mark the pupil's achievements that week. This includes certificates for effort, attitude, resilience and also awards for living out the Gospel virtues and values and the Mission Statement. At the end of each half term Luminaries are chosen - children who have

shone brightly as examples of the Catholic Virtues, the Class Wish and the Mission Statement. This is a real opportunity to celebrate the gifts that God has given.

Masses

- Pupils celebrate Mass, led by Fr. Gary, our parish priest, every fortnight. Parents, family members and governors are always invited to attend, if they wish.
- Pupils play an active part in each Mass, through reading, praying, singing, altar serving and taking part in offertory processions.
- Each class takes it in turn to lead and prepare the celebration based on the liturgical year, focusing on special days, feast days and the theme of the scripture readings for the day. Every effort is made to attend Mass on Holy Days of Obligation.

Pupil prepared Prayer and Liturgy

- The children have the opportunity to prepare prayer for their classes, weekly.
- The level of independence the children have in doing this varies from year group to year group (see Section 6. Pupil prepared prayer).

Prayer Bags

- Prayer bags are sent home each week.
- These are taken home and shared so that the children and their families have the chance to pray together and perhaps journal a prayer or response to scripture, or prayer.

Staff Prayer

- Prayer and reflection also forms part of the weekly Staff Meeting each Wednesday. Staff take it in turns to lead the prayer.

Raising Awareness of Prayer and Liturgy

- As a Catholic School, we recognise the importance of positive role models and examples within the school community. As such, it is important to promote, inform and report to stakeholders about Prayer and Liturgy.
- The Headteacher report to Governors includes an overview of Prayer and Liturgy (Collective Worship). This is reported termly.
- The newsletter also highlights the importance of our Catholic Life within our School Community and examples of this is celebrated within school.

Planning Prayer and Liturgy

When planning any services, we use the Gather, Listen, Respond and Go Forth model. This model reflects the four parts of Mass and it is a good basis on which to plan prayer and liturgy.

Gather

How we come together, the setting, the environment (quiet/reflective music, lighted candles, statues, sat in a different format, sign of the cross, focus

Listen

A reading from the Scriptures, time to reflect on this and prayers to fit into the theme.

Respond

A way that everyone can join in with the liturgy/celebration (silence, lighting a candle, prayers, responses to prayers, etc).

Go forth

The sending out from the celebration, giving the children something to hold onto from the experience of the liturgy that they can take into their daily lives, often via an I Wonder question...

When planning prayer and liturgy, staff ensure that the service reflects the theme, or liturgical season of the church where appropriate. (For example: not singing Alleluia during a Lent worship).

Pupil Prepared Prayer

- Every Wednesday and Thursday, when other forms of Collective Worship are not timetabled, prayer and liturgy takes place in the classroom and teachers plan opportunities for pupils to contribute to the planning of this session.
- In all year groups, the planning pro-forma is used to plan the time of prayer and liturgy. Depending upon the age of the children, the teacher may primarily lead on this, but as the children grow, their independence with using the grid, will also improve.
- As the children grow in age and confidence, they can take a more active part in the planning and delivery of Prayer.

Children in:

EYFS

- can choose the theme of the prayer and articulate this to the teacher. E.g. "This week, I would like us to pray for our friends."
- can select the right liturgical colour of cloth and be able to name the season. E.g. "Today we are using a purple cloth because we are in Advent."
- can select artefacts to help them focus on the prayer. E.g. "I would like to put a Bible and a candle in the middle." Some children may be able to give reasons for their decisions.
- may need adult support to prepare the focus physically placing the artefacts chosen.
- can use resources they have made themselves as a focus during prayer. E.g. a piece of material made by the children using a handprint or footprint or pictures they have drawn could be displayed.

Key Stage 1

- can make decisions on the theme or focus of their prayer and can articulate this. "This week, we should pray for peace because at the moment, there is a lot of conflict in our world and people are fighting and Jesus tells everyone to be peaceful."
- can plan prayer opportunities to pray with support from an adult,
- can help to choose the songs sung with guidance, so they fit in the theme of the Worship
- can choose the resources needed and the correct liturgical cloths
- can be supported by their teacher to plan appropriate response activities and may have the teacher's help when delivering this.
- can act out a story of passage of scripture used.
- can read from the Bible (depending upon complexity of passage and reading ability of the child, this may also be supported by the teacher.)

Key Stage 2

- can plan prayer and liturgy, reflecting on the four aspects Gather, Listen, Respond and Go Forth.
- can select which reading from scripture to use as a focus and can think about the type of response that would be the most appropriate eg. John the Baptist, using holy water and inviting each child to bless themselves in response to a meditation read.
- can deliver all elements of prayer independently and evaluate their act of prayer with a staff member once complete.

- can receive minimal staff member support, if and when it is required. Staff should aim to support the children to be independent in their planning, **but should intervene** if the authenticity, accuracy or prayerful experience would otherwise be compromised.

Displays/Prayer Areas

Our prayer areas in school reflect the key Liturgical seasons. Colour is used to show the changes through the year reflecting the vestments and colours shown in Church, i.e. green for Ordinary Time and purple for preparation. In addition, key symbols, icons or visual aids are used in our school displays and prayer areas

Music

- There is a selection of music and hymns saved on SharePoint, covering a variety of themes, to support prayer and liturgy. Music can be used directly or used as background music for quiet moments or meditation.
- The music chosen should reflect the liturgical season and/or the theme for the prayer and liturgy. It should be selected carefully.
- Members of staff should encourage children to take an active part in leading the music or singing both in the classroom and for assemblies or Masses. This will also help the children grow in confidence and ability.
- During Mass, a PowerPoint is prepared so that everyone has access to the songs and so that the congregation are able to participate.

Conduct and Behaviour expectations

All children, regardless of age should:

- speak clearly and wait for the responses, if appropriate.
- if leading a part of the Mass, e.g. reading, practice how to approach the altar reverently, bowing head to and standing smartly.
- remain reverent and respectful throughout Mass
- participate fully in singing and responses

Staff should:

- model good behaviour and active participation
- signal to children when and where to
 - sit/stand
 - receive Communion
 - respond to prayers
- sit with children with additional needs to help them regulate, if required.

Evaluating

Each class should evaluate their experience of prayer. Termly, all classes will evaluate:

- One whole school assembly
- One Mass they have led
- One pupil prepared prayer (this could be one they have prepared themselves or one that a peer group has prepared)

All evaluations should be sent to RE lead. Feedback can then be shared and can then be acted upon. Children should use the evaluation pro-forma attached.

EYFS (Pre-School and Reception)

Evaluations should be completed as a class and scribed by the teacher.

KS1 (Year 1 and Year 2)

Evaluations should be completed as a class or in small groups.

LKS2 (Year 3 and Year 4)

Evaluations should be completed in small group or as individual, following discussion with the teacher.

UKS2 (Year 5 and Year 6)

Evaluations should be completed individually and independently.

Sacred Spaces/Prayer Areas

- Each classroom has a prayer focus area to help pupils in their prayer life and to use in acts of class worship.
- It has reminders of liturgical themes and colours as well as important saints and inspirational figures.
- It also contains traditional prayers and RE curriculum foci. We also have dedicated sacred spaces throughout the school, i.e. our prayer garden, prayer room.

Lighthouse Group

- The lighthouse group is our main chaplaincy drive, as they support the spiritual and religious needs of our whole school.
- The Lighthouse Group gives the children more ownership and understanding of this central aspect of their faith and it helps support them to live out their faith with practical action.
- Our group of pupils work with the staff to prepare for, plan and celebrate school liturgies.
- They monitor prayer tables in classrooms and the prayer areas around school.
- They help oversee the prayer area at the end of the corridor
- They lead on Catholic Life and outreach projects including fundraising opportunities.

Vocational Life

Every year, we hold Vocations Week. Speakers from all different walks of life (including priests and nuns) talk to the children about their vocation, both spiritually and career wise, which enables the children to be inspired on what they may use their God-given talents for.

The timetable is "taken over" by vocation related focus, lessons and discussion. The week ends with an assembly/day: "Dress as the person you think God wants you to be"!

Parish Links

- As part of the Church community, the school aims to maintain strong links with the parish.
- Pupils and staff join the parish for Masses and parish events and celebrations.
- Our parish priest visits the school regularly and supports staff in implementing and teaching the RE curriculum.

Links with Parents

- Liturgies, celebrations and events related to the Catholic Life of our school are shared in school newsletters and are published on the school website.
- Parents and families are regularly invited to join the school community in Masses, assemblies, workshops and fundraising activities.
- Pupils have the opportunity to take home a Prayer Bag, promoting opportunities for children and their families to talk and pray together.

Sacramental Preparation

- In Year 3, pupils receive the Sacraments of Reconciliation and First Holy Communion.
- In Year 6, pupils receive the Sacrament of Confirmation.
- In school, children will learn about the Sacrament they are receiving primarily through RE lessons.
- Fr Gary insists that all parents wishing for their children to receive Holy Communion and the Reconciliation must attend Sunday mass on a regular basis. The children are expected to complete their sacrament booklets each week and have them signed by the priest or Deacon.
- We celebrate the Sacraments in school as a whole school community through prayer and assemblies.
- Catholic children who join our school in non-Sacramental years above Year 3 are welcome to receive the sacraments with the cohort that academic year. E.g. A new pupil starting in Year 5, is welcome to make their Sacraments of Reconciliation and First Holy Communion with the year 3 cohort. Parents must make contact with Fr Gary to request this so that arrangements can be made for their adequate preparation.

Equal Opportunities

We are committed to providing a positive working environment which is free from prejudice and unlawful discrimination and any form of harassment, bullying or victimisation.

We have developed a number of key policies to ensure that the principles of Catholic Social Teaching in relation to human dignity and dignity in work become embedded into every aspect of school life and these. Policies are reviewed regularly in this regard.

The fair and equal treatment of all individuals irrelevant of race, creed, disability or gender, are integral to the Gospels' Revelations and the Church's message and is central to our school mission statement.

All children are given equal access to the Religious Education curriculum, promoting their understanding to their full potential.

A variety of prayer and liturgy activities are used to try to meet all children's different needs e.g. whole School, whole class, group, pair and individual prayer, also different styles of prayer from formal liturgies to private reflective prayer.

Governing Body

- RE, Catholic Life and Prayer and Liturgy are always a key part of the School Development Plan, and are reported upon half-termly as part of the Head Teacher's Report to Governors.
- Governors are also invited to conduct learning walks and join with other members of the whole school community in the celebration of Mass and attend INSET Days relating to the Catholic Life of the School.
- The Governing Body are aware of their legal responsibilities in regard to prayer and liturgy, taking account of the requirements of the Education Reform Act 1988, Education Act 1996 and the school standard framework 1998. It is the overall responsibility of the Governance Board, in consultation with the Head teacher, to ensure that the legal requirements are met and opportunities for quality prayer and liturgy are being delivered. Those responsible will ensure that acts of worship are in accordance and consistent with the rites and practices of the Catholic Church. This policy is monitored by the Head teacher and is evaluated and reviewed by the whole school staff every two years. The Local Governing Body (LGB) should review reports on the prayer life of the school

Monitoring and Review of this Policy

- SLT, together with the RE lead, will monitor the implementation of this policy.
- All staff will be involved in evaluating the effectiveness of this policy in helping to improve standards within the school. This evaluation will inform the process for reviewing this policy.
- Pupils will be involved in reviewing and evaluating prayer and liturgy in school.

Communication

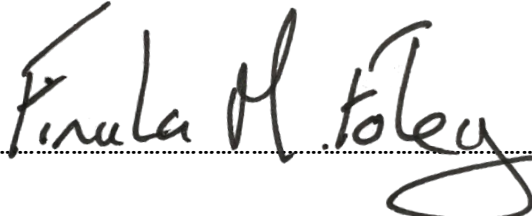
This policy will be communicated to:

- All members of the school community;
- Parish priest
- New members of staff and will form part of their induction;
- New parents, to promote positive attitudes towards prayer and liturgy.

This policy is accessible via the school website.

This policy will be reviewed on an annual basis.

Reviewed: **March 2025**

Mrs F Foley:  (Chair of Governors)

Documents to support this policy:

1. [Collective Worship Planner: Pupils](#)
2. [Icons for the Liturgical Year](#)
3. [Examples of Pupil prepared Collective Worship](#)