

ST VINCENT'S CATHOLIC PRIMARY SCHOOL



PRAYER AND LITURGY POLICY

Policy Date: January 2024

Review Date: January 2025

Mission Statement

Caritas Christi Urget Nos

The love of Christ urges us to care for each other and strive for excellence in everything we do.

Context of this Prayer & 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.

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 & Liturgy provision

We recognise that prayer, celebrations of the word, and liturgy form a continuum with silent meditation at one end and a celebration of Mass at the other. We also know that there are areas of overlap between the categories. At St. Vincent's, we offer our pupils a variety of worship experiences along this continuum.



There are four prayers which each child says daily to mark the beginning and end of the day as well as either side of lunch time. These prayers are taught in Reception and sung throughout the school. They may be said as part of a class liturgy, but alone, do not count as a daily act of worship. See Appendix 1.

Morning Offering	Grace Before Meals	Grace After Meals	End of the Day Prayer
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Below is an example of how a class might organise their weekly worship. On Mondays, the whole school gathers for a celebration of the word where we also celebrate individual achievements and introduce our 'Vincentian Value' of the week. On Fridays, the whole school gathers again - this might be a celebration of the word or a class assembly with prayer and reflection built in. On the remaining three days, each phase will gather together once and the other days, classes will have an act of worship within their classroom. This may be a celebration of word, meditation or other prayer form or devotion. See Appendix 1 for examples.

Monday	Tuesday	Wednesday	Thursday	Friday
Whole School Celebration of the Word	Class Liturgy	Phase Liturgy	Class Celebration of the Word	Whole School Liturgy

Below is an overview of provision for prayer and liturgy across a school year:

Autumn Term		
September	Ordinary Time / Advent	St Vincent's Day Mass
October		Month of the Holy Rosary
November		All Saints Day Mass Month of All Souls - liturgy focus Remembrance Assembly
December		Advent Service Immaculate Conception Assembly / Phase Liturgy Sacrament of Reconciliation (Y4-6) Nativities in EYFS and KS1

Spring Term		
January	Ordinary Time / Lent	Epiphany of the Lord Mass Baptism of the Lord Assembly / Phase Liturgy
February		Racial Justice Sunday Liturgies Ash Wednesday Service (Mass in church for UKS2) Sacrament of Reconciliation (Y4-6)
March		The Annunciation Assembly / Phase Liturgy Mothering Sunday Assembly Easter Reflection Performance
Summer Term		
April	Eastertide / Ordinary Time	Resurrection Assembly
May		Praying of the Rosary Ascension Day Mass Pentecost Assembly / Phase Liturgy
June		SS Peter & Paul Feast Day Mass
July		Year 6 Leavers' Mass

In addition to this provision, classes attend Mass at Sacred Heart Church each Friday morning to celebrate with the parish. Each class attends one mass per term, following a rota shared by the Prayer & Liturgy Co-ordinator at the start of the year.

We understand that the church desires that pupils' participation should be 'full, conscious and active'. However, we also recognise that full, conscious and active participation will look different to each individual and that it does not always constitute an action. It is about the engagement of minds and hearts, the imagination, memory and will - it is both interior and exterior. With this in mind, we ensure that we offer pupils a range of prayerful opportunities (see Appendix 1 for some examples) and that these are appropriate to their age.

The table below sets out some of the prayers taught here at St. Vincent's, some of which will be learned by heart:

EYFS	KS1	LKS2	UKS2
The Sign of the Cross Morning Offering Grace Before Meals Grace After Meals End of the Day Prayer	The Lord's Prayer Hail Mary Glory Be	Act of Contrition The Nicene Creed The Prayer of St. Richard of Chichester	The Rosary

Furthermore, to help pupils' engagement in prayer, we believe that they need to take an active role in the preparation and delivery of worship, including evaluating the success afterwards. To do this, each class has a prayer and worship pack which provides age appropriate resources and sets out the expectations for each phase, which are as follows:

EYFS - at the very least, children should be bringing the prayer table cloth over to the centre of the circle, laying it out neatly and preparing to gather with a candle and the bible. They might also choose a song to sing as they gather.

KS1 - at the very least, children should be making decisions about how they will gather including preparing the prayer space and choosing how to begin. They might also be able to select an appropriate bible story or reading from a selection related to the theme.

LKS2 - at the very least, children should be planning worship in groups with an adult on a given theme. They should be able to decide on how the children will respond from the given ideas. They might be able to select scripture and hymns / songs based on the theme.

UKS2 - at the very least, children should be working in groups to plan and deliver a class liturgy choosing their own theme, supported by an adult. They might be able to do this independently.

Resources

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.

Review

The Governing Body, Head Teacher and Prayer & Liturgy Coordinator will monitor and evaluate the implementation of this policy. It will be reviewed at least every 2 years to ensure it reflects current practice.

Member of staff with Lead Responsibility for this policy:	Darcie Ingils and Liz Wolfenden
Date of Policy:	January 2024
Date for Review:	January 2025

Appendix 1

Prayers taught across the school:

<p><u>The Sign of the Cross</u> In the name of the Father and of the Son and of the Holy Spirit. Amen.</p>	<p><u>Morning Offering</u> O 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 try to please you Father, bless me through this day. Amen.</p>	<p><u>Grace Before Meals</u> Bless us O God as we sit together. Bless the food we eat today. Bless the hands that make the food. Bless us O God. Amen.</p>
<p><u>Grace After Meals</u> Thank you God for the food we have eaten. Thank you God for all our friends. Thank you God for everything. Thank you God. Amen.</p>	<p><u>End of the Day Prayer</u> God our Father, we come to say: thank you for your love today. Thank you for my family and all the friends you give to me. Guard me in the dark of night and in the morning, send your light. Amen.</p>	<p><u>The Lord's Prayer</u> 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. Amen.</p>
<p><u>The Hail Mary</u> 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.</p>	<p><u>Glory be to the Father</u> 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.</p>	<p><u>Act of Contrition</u> 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. Amen.</p>
<p><u>The Nicene Creed</u> I believe in one God, the Father almighty, maker of heaven and earth, of all things visible and invisible. I believe in one Lord Jesus Christ, the Only Begotten Son of God, born of the Father before all ages. God from God, Light from Light, true God from true God, begotten, not made, consubstantial with the Father; through him all things were made. For us men and for our salvation he came down from heaven, and by the Holy Spirit was incarnate of the Virgin Mary, and became man. For our sake he was crucified under Pontius Pilate, he suffered death and was buried, and rose again on the third day in accordance with the Scriptures. He ascended into heaven and is seated at the right hand of the Father. He will come</p>		<p><u>Prayer of St Richard of Chichester</u> 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.</p>

again in glory to judge the living and the dead and his kingdom will have no end.

I believe in the Holy Spirit, the Lord, the giver of life, who proceeds from the Father and the Son, who with the Father and the Son is adored and glorified, who has spoken through the prophets.

I believe in one, holy, catholic and apostolic Church. I confess one Baptism for the forgiveness of sins and I look forward to the resurrection of the dead and the life of the world to come. Amen.

The following are examples of prayer which can be used across the school:

Movement Prayer

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

(3 deep breaths)

God, you are above (reach toward the sky), below (touch your toes),
inside (hands to heart) and all around (big arm circles).

I worship you (reach toward the sky), and give my life to you (touch
your toes). And I love you (hands to heart) with all that I am (big arm
circles).

(3 deep breaths)

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



5 Finger Prayer



Head to Toe Prayer

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

Touch your...

- Toes: May they always walk in God's paths and follow Him.
- Knees: May they always help you bow down in respect to God.
- Tummy: Thank you God for all You provide for us, including our food!
- Heart: May God always be in our hearts, helping us to love others.
- Hands: May they continue to help other people.
- Ears: May they always hear God's voice above all others.
- Mouth: May it always speak God's Word to those who need to hear it.
- Eyes: May it always see God in others through their kindness, love and respect.
- Head: May it always have the "mind of Christ" (1 Corinthians 2:16) and think of others before yourself.



Thank you Lord for my beautiful body and thank you Lord for being my friend.

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

Prayer of Thanks



Reader One:

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

We gather together today to give thanks to the Lord for he is good.

Reader Two:

As we go around the circle, if you wish to speak, repeat the following and finish with something you give thanks to God for...

God is great, God is good, thank you God for _____.

Reader Three:

Dear Lord, we are grateful for the blessings you have given us. Continue to shine your light on us each day as we live together in your name. Amen.

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

Opportunity for Silence

Reader Three:

We join all our prayers together as we say:

Reader One:

We begin by remembering that all we do and say is...

All:

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

Reader Two:

We will now have a minute of silent prayer...



All:

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. Amen.

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

Daily Examen

1. Be still and quiet yourself. Relax your whole body and close your eyes.
2. Give thanks. Can you think about one moment from your day for which you are grateful? Thank God for that moment.
3. Review your day. In your imagination, retrace the steps of your day - what you did, whom you encountered, the thoughts and feelings you experienced.
4. Talk with God. Tell God the things you feel good about from your day and tell God the things from your day which you regret.
5. Look forward to the day to come. Ask God to help you to be your best self as you look forward to tomorrow.

Lord in your mercy.



Hear our Prayer.