

SS John & Monica Catholic Primary School

Collective Worship Policy



Our Mission

'At SS John and Monica's we learn through the example of Jesus to love, respect, understand and value each other'

This policy is designed to reflect and support the school's Mission Statement:

‘At SS John and Monica’s we learn through the example of Jesus to Love, Respect, Understand and Value each other.’

Introduction

At SS John and Monica Catholic Primary School, we aim to be a living and loving community which is inspired by the life of Christ and the teachings of the Church, rooted in Gospel values.

Collective Worship in our school is an integral part of our ethos, aims and relationships and is a way of deepening our relationship with God together and individually.

We aim to:

- To develop an awareness and understanding of the presence of God in each individual child’s life and to encourage a personal response to that presence
- To allow each child to develop their conscience and make sound moral judgements based on commitment to following Christ
- To develop a sense of awe, wonder and inspiration in the person of Christ
- To offer opportunities to deepen their faith and foster attitudes of care and respect for each other
- To live, experience and understand the Liturgical life of the Church through the Liturgical Year together with Solemnities and Feast days
- To promote sacramental life of Christian families and to encourage parents to take an active part in the preparation of their children for the sacraments of Reconciliation, Holy Communion and Confirmation
- To foster school-parish links to ensure that our children remain exposed and committed to the Catholic faith experiencing liturgy and worship beyond and realms of the school curriculum
- To grow in spiritual, moral, cultural and liturgical understanding
- To enable each child to participate and respond to liturgy and worship
- To grow in understanding of our living faith tradition
- To examine and reflect upon our own individual faith journeys
- To develop the skills of prayer

Legal requirements

The law requires all maintained schools:

- Provide daily collective worship for all pupils including in the sixth form (section 70, 1988 Education Act)
- Acts of collective worship are not to be designated curriculum time. In the context of the Catholic school this means that time of collective worship are not considered to be part of the allocation of curriculum for Religious Education
- Recognise and respect that parents have the legal right to withdrawn their children from Collective Worship.

In addition

- Foundation Governors in voluntary aided Catholic schools have a statutory responsibility to preserve and develop the religious character of their schools;

The Place of Collective Worship in the Life of our School

We believe that Collective Worship 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

It will be an experience to which all can contribute and from which all can gain. Worship in SS John and Monica's is an integral part of school life and central to the Catholic tradition.

Principles of Collective Worship

Acts of Worship in our Catholic schools should endeavour to

- Give praise and honour to God
- Give pupils meaningful opportunities to engage in the Sacramental Life of the Church
- Give pupils and students positive liturgical experiences, appropriate to their age, aptitude and family context in order to prepare them for liturgical life of the Church
- Be of high quality, fundamental to the life of the school and its Catholic character
- Be examples of good practice, which should enable pupils and students to develop skills so that they can prepare, organise and lead Worship

Programme and Implementation of Collective Worship at SS John and Monica School

The school community engages in various acts of collective worship, including Mass, Assembly, class liturgy in a variety of contexts.

Acts of worship:

- Give glory and praise to God
- Are structured to ensure a quality experience for all participants
- Have a clear in their liturgical focus and varied in their delivery

Collective Worship in our school the follow model:

- Gathering -how we come together, the setting, the environment (quiet/reflective music, lighted candles, statues, sign of the cross, focus and examination of conscience etc)
- Word - a reading from the Scriptures (or another suitable source) sharing the word, time to reflect on this and prayers to fit into the theme
- Action - a ritual movement that everyone can join in with that fits with the theme (gestures such as shaking hands, holding hands, lighting a candle, prayers, responses to prayers etc)
- Mission - 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. (See Mass Planner – Appendix 1, Liturgy Planner – Appendix 2)

Broad and rich Collective Worship may include:

- Introductory music to create the mood and focus attention
- The singing of hymns and songs
- The reading of a short passage of scripture.

- Appreciation of a painting / work of art
- Appreciation of a piece of music.
- Having a talk / story.
- Taking part in a closing prayer.
- The opportunity for children to share their own thoughts and prayers.
- The use of artefacts.
- The use of ICT and multimedia (DVD, power-points etc.)
- Drama and role-play.
- The questioning of pupils and the opportunities for quiet reflection.
- There should be a sense of peace, thankfulness and stillness in the midst of a busy experience.

Understanding of the Liturgical Calendar

- We ensure that pupils are aware of the Liturgical Calendar and key events in the Church. The symbolism of colours is made clear from the earliest days in our school: purple for penance (seen during advent and Lent), red for Holy Spirit and martyrdom (seen at Pentecost), white, gold for important feasts, green for the ordinary times of the year, blue is associated with Mary.
- Some months of the year have special foci. October is the month of the Rosary, November is the month when the Holy Souls (the deceased) are prayed for, May is the month when Mary is especially remembered and June is the month of the Sacred Heart when we remember especially the great love Jesus has for us. We ensure that special foci and feast days are included in our collective worship theme of the week.

In each classroom there is an altar which is a focus for prayer and worship. Religious artifacts on the altar include:

- A copy of the Bible
- A crucifix
- A candle
- School Mission statement
- Artifacts/information on the class saint
- Picture of Pope Francis
- Statues
- Reference to Catholic Schools Profile Virtues
- Wednesday Word

Pupil involvement

Taking part in Collective Worship implies more than simply passive attendance. It follows that an Act of Collective Worship should be capable of eliciting a response from pupils, even though on a particular occasion some of the pupils may not feel actively able to identify with the act of worship.

At SS John and Monica's, the children are encouraged to aid the planning process for Collective Worship and contribute ideas and suggestions e.g. theme music, prayers and activities. They should have a sense of belonging and help to create a calm, peaceful and positive atmosphere. All the children are encouraged to participate in the singing of hymns, the prayers and the time for reflection and thanksgiving.

Pupils should find the Act of Collective Worship enjoyable and relevant to their everyday lives and experiences.

(See Monitoring and Evaluation form for children – Appendix 3)

Links with parents

At SS John and Monica's, we have many links with parents related to the Catholic Life of the School and, in particular, Collective Worship. These are as follow:

- Parents' being invited into participate in weekly class Masses
- Parent's being invited to Class Assemblies, which have our Gospel Values theme
- Parent's being invited into Nativity and Carol concerts
- Parents of children in Sacramental year groups are invited to Sacramental Meetings, workshops and Commitment Masses as part of the Sacramental Preparation Programmes
- The Catholic Life of our school, including Collective Worship, is shared in school newsletters and are published on the school website.

Policy Monitoring and Review

At SS John and Monica Catholic Primary school, it is the overall responsibility of Governors, in consultation with the Headteacher, to ensure that the legal requirements are met and opportunities for quality Collective Worship are being delivered. This policy is monitored by the Leadership Team and Religious Education Coordinator and reviewed by the whole school staff on a yearly basis. Governors review reports on all the aspects of Religious Education on a termly basis. This will form part of the Headteacher's Report to Governors. Collective worship will be monitored as per Catholic Life, RE and Collective Worship Policy. (See Monitoring Collective Worship – Appendix 4)

The following will be monitored:

- Time set aside for Collective Worship
- Whether the observed practice is consistent with agreed policy
- Whether Collective Worship is resourced in terms of materials, visual aids etc
- Staff development on collective worship and its impact
- Prayer focus and its effectiveness in drawing pupils into prayer
- Impact on pupils and members of the school community
- Opportunities for pupils to develop the necessary skills to access worship and prayer

The Collective Worship Subject Lead will be responsible for:

- Formulating a written policy
 - Ensuring there is a development plan for Collective Worship
 - Ensuring that Collective Worship is appropriate to the age, aptitudes and family backgrounds of pupils
 - Ensuring that Collective Worship takes account of the religious and educational needs of all who share in it and is rooted in the Catholic teachings
 - Assisting the Governors and Headteacher in carrying out their legal responsibilities with regard to Collective Worship
- (See checklist for Leaders of Prayer and Collective Worship- Appendix 5)

Date: Nov 2024
 To Be reviewed: Nov 2026
 Appendix 1

Mass Planner for Sundays and other Holy Days of Obligation

Mass to be celebrated on _____ during the Season of Ordinary Time/Advent/ Christmas/
 Lent/Easter. Feast of (see Ordo)
 Attended by Whole School/Upper KS2/Lower KS2/KS2/KS1/Foundation

Check List	Details	Ministers
INTRODUCTORY RITE		
Entrance Procession:		
Who (Father, Deacon, altar servers, readers)		
What (e.g. Book of Gospels, Processional Cross, workbooks etc)		
Music/hymn		
Lord have Mercy said or sung		
Gloria (Not used during Lent)		
LITURGY OF THE WORD		
First Reading (From OT except during Easter Season when Acts is used)		
Psalm		
Second Reading		
Gospel Acclamation said or sung (No Alleluia during Lent)		
Gospel		
Creed		
Prayers of the Faithful (For the Global Church, for the world, for those in need, for the local community)		
LITURGY OF THE EUCHARIST		
Offertory Procession (only the bread and wine, gifts for the poor)		
Hymn/music		
Holy, holy said or sung		
Memorial Acclamation said or sung		
Great Amen said or sung		
COMMUNION RITE		
Our Father		
Lamb of God said or sung		
Communion		
Eucharistic Ministers		
Hymn/music		
CONCLUDING RITE		
Procession		
Recessional Hymn/music		

Appendix 2

Liturgy Planner

<p>Date: <i>When and at what time is the prayer service?</i></p>	
<p>Liturgical Season/Feast <i>Which Season of the Church's year is it taking place in? Is there a special feast or memorial? Is there a particular theme?</i></p>	
<p>Key Stage/Year Groups <i>Who will be present? Which children and which adults?</i></p>	
<p>Place <i>Where is the Prayer Service taking place?</i></p>	

<p>Preparation & Organisation <i>Planning in advance and getting the Holy space ready for prayer</i></p>		<p>Resources <i>What needs to be prepared? Which ministries are needed? Who will be doing what?</i></p>
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<p>Gather <i>Bringing everyone into the Holy space</i></p>		
<p>Listen to the Word of God <i>How will God's Word be proclaimed?</i></p>		
<p>Respond <i>How will we respond? What sort of prayer, action or song will we use?</i></p>		
<p>Go Forth <i>What message can we give to people to think about and to act upon for the rest of the day?</i></p>		

**Appendix 3
Monitoring & Evaluation Form for Children**

Name of children leading worship	
Date	
What happened during Gather?	
What happened during Listen?	
How did you respond?	
What was the 'Go Forth' message?	
What went well?	What could have been better?
Who completed this form? Name/s:	

Name of children leading worship	
Date	
What happened during Gather?	
What happened during Listen?	
How did you respond?	
What was the 'Go Forth' message?	
What went well?	What could have been better?
Who completed this form? Name/s:	

Appendix 4

Monitoring Acts of Collective Worship

Date:	Start Time: Finish Time:	Observer:	Theme:	
Location:	Class	Phase	Prepared by	Led by
	Key Stage	Whole School		

Preparation

There is recorded evidence of planning? Yes/No

There is evidence of children's involvement in elements of the planning? Yes/No

There is a prominent focal point for prayer? Yes/No

The focal point relates to the Liturgical Season and/or theme? Yes/No

The environment creates a space which is conducive to prayer? Yes/No

GATHER

The children enter in a reverent manner? Yes/No

The Act of Collective Worship starts on time? Yes/No

Appropriate words, rituals and gestures are used to welcome and start? Yes/No

LISTEN & RESPOND

Prominence is given to the Word? Yes/No

The resources are age appropriate? Yes/No

The delivery has variety and engages and sustains the children throughout? Yes/No

Media, props and artefacts are used appropriately and effectively? Yes/No

The children were able to respond in a variety of ways? Yes/No

There were opportunities for SMVSC development? Yes/No

Worship is the main focus?
Yes/No

The children were able to practise, develop, and/or learn new forms of prayer? Yes/No

Staff are engaged and act as role models? Yes/No

Children were involved in leading elements? Yes/No

GO FORTH

The children knew and understood the message? Yes/No

The children leave in an appropriate manner? Yes/No

WWW	EBI
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Appendix 5

Checklist for Leaders of Prayer & Collective Worship

	in place	underway	action needed
There is/are a named person/s responsible for monitoring & evaluating Prayer & Collective Worship			
There is a job description			
There is a policy which includes clear written guidelines/expectations for those planning and preparing Prayer & Collective Worship			
Information about Prayer & Collective Worship is available in the School Prospectus and/or school website			
The policy has been approved and is on the review cycle for Governors			
There is a named Governor/Committee to whom the subject leader reports			
Prayer & Collective Worship is timetabled for whole school and/or Key Stage/Phase gatherings			
There are planning records for Whole School/Key Stage/Phase gatherings			
Prayer & Collective Worship is timetabled for each class			
Weekly plans include prayer within the classroom			
There is a monitoring schedule for the regular monitoring of Prayer & Collective Worship			
There are monitoring records of Prayer & Collective Worship			
There are Sacred Spaces/Prayer Tables in each classroom			
There is a focus for Prayer & Collective Worship in the hall			
There are monitoring records of Sacred Spaces/Prayer Tables			
There is an Action Plan for Prayer & Collective Worship which is part of the SIP/SDP			
Prayer & Collective Worship are included in the induction training for NQTs and new staff			
Opportunities for developing Prayer & Collective Worship are included in CPD (e.g. staff meetings, INSET days, courses)			
SLT have frequent opportunities to lead Prayer & Collective Worship in a variety of settings			
Teachers have opportunity to lead Prayer & Collective Worship in a variety of settings			
Staff have opportunities to pray together and always at a staff meeting			
There are opportunities for parents to be involved in the prayer life of the school			
There are opportunities for governors to be involved in the prayer life of the school			
There are opportunities for approved external providers to lead Prayer & Collective Worship			
There are opportunities for Prayer & Collective Worship beyond the school environment			
There is an annual budget allocated to Prayer & Collective Worship			
There is a list of available resources			