



Bishop
Hogarth

Catholic Education Trust

PRAYER AND LITURGY
St Bega's Catholic Primary School



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Saint Bega's Catholic Primary School Prayer and Liturgy Policy

Vision & Mission Statement

Our Catholic ethos and support for one another as a family of schools drives all that we do. Our mission is guided by a collective culture and vision where:

'Our schools are places of excellence –providing service and witness to children, their families and the wider Catholic community, adding value as a family of schools and enriching the learning and experience of all our young people, so they may achieve their full potential.'

The Nature of Prayer and Liturgy

Prayer and liturgy in a Catholic school names and celebrates God's presence in our lives. It is concerned with giving glory, honour, praise and thanks to God. It is our loving response, in word and action, to God's invitation to enter into relationship, made possible through the work of Jesus Christ and the witness of the Holy Spirit.

'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.'¹

Legal Requirements

It is a legal requirement that there is a daily 'act of worship' offered for all pupils. This can take place at any time during the school day and can be either a single 'act of worship' for all pupils, or separate 'acts of worship' in school groups. Holding an assembly that includes a prayer, said either by the teacher or everyone present, does not fulfil this requirement. Prayer, liturgical prayer and assembly are distinct activities. They may sometimes form part of the same gathering, but the difference between will always be made clear.

The 'act of worship' is not designated curriculum time under regulations and will not be subsumed under any part of the curriculum, including religious education. Responsibility for arranging prayer and liturgy lies with the Governing Body after consultation with the headteacher.

Parents have a right to withdraw their child from 'Collective Worship'. However, given the importance of prayer and liturgy in a Catholic school, parents and prospective parents will be made aware of the fact that it can never be confined to 'timetabled slots' but may take place in a variety of contexts other than those which are specifically structured, within Come and See RE curriculum.

The Place of Prayer and Liturgy in the Life of St Bega's Catholic Primary School

Prayer and liturgy is an integral part of school life and central to the Catholic tradition.

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.

¹ Christ at the Centre Rev Marcus Stock, 2005

The Aims of Prayer and Liturgy

Prayer and liturgy in **St Bega's Catholic Primary School** aims to provide opportunities for all pupils and staff:

- To contemplate the mystery of God
- To reflect on spiritual and moral issues
- To explore personal beliefs
- To respond to and to celebrate life
- To experience a sense of belonging and to develop community spirit
- To develop a common ethos and shared values
- To enrich religious experience
- To grow in liturgical understanding and development
- To pray using prayers which are part of the Catholic tradition
- To reinforce positive attitudes
- To participate fully
- To take time out 'to wonder at', 'to come to terms with' and 'to give worth to.'

Principles

All acts of prayer in **St Bega's Catholic Primary School** will:

- Give glory and honour to God;
- Be a quality activity, fundamental to the life of the school and its Catholic character;
- Enable pupils to develop skills so that they can prepare, organise and lead prayer times;
- Give pupils positive liturgical experiences, appropriate to their age, aptitude and family backgrounds in order to prepare them for the liturgical life of the Church.² Celebrations will be appropriate to the age and groupings of the children.

Planning, content and celebration

Prayer and liturgy is planned following a structure with reference to the Church's seasons, Come and See, feast days, the curriculum and significant dates e.g. CAFOD Family Fast Day, Holocaust Memorial Day.

Parish and parents are invited to participate in some celebrations.

A variety of prayer styles will be used appropriate to the age of the children and the occasion.

In classes, children pray daily first thing in the morning, to offer their day to God, before lunchtime and at the end of the day to thank God for their day and to ask for his help and protection.

Additional to this, the school gathers throughout the week in different groups to pray together.

This is led by members of staff and children are given the opportunity to contribute in various ways when appropriate, e.g. reading, artwork

Mass is scheduled to take place in school fortnightly.

On days when the children have not gathered together across classes or key stages, a longer prayer session will take place in class. This includes a variety of prayer styles led by an adult and children are invited to respond and contribute in various ways.

The Timetable of Prayer and Liturgy is as below:

² Directory for Masses with Children, paragraph 9.

<i>Mass</i>	<i>Fortnightly</i>
<i>Whole School Liturgical Prayer</i>	<i>Weekly</i>
<i>Key Stage Liturgical Prayer</i>	<i>Fortnightly</i>
<i>Class based Liturgical Prayer</i>	<i>On all days when key stage or whole school worship does not take place</i>

Leading Prayer and Liturgy

As faith leader of the school, the Headteacher will plan and lead prayer and liturgy. *The Headteacher and Deputy Headteacher, along with other members of teaching staff, take turns to lead whole school and key stage Liturgical Prayer.* The class teacher will lead class prayer and liturgy. Children are taught to plan and lead prayer times according to their age.

Recording

Prayer and liturgy is recorded in several ways. Children are supported to learn the process of planning a Liturgical Prayer during RE lessons and this is recorded in RE books. Class Liturgical Prayer is recorded in photographs which are shared on the parent communication platform. Whole school Liturgical Prayer is recorded in the Liturgical Prayer journal.

Monitoring and Evaluation

The RE Coordinator monitors Liturgical Prayer using the Trust proforma, which is attached below.

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Following monitoring, training needs will be identified and outcomes used to inform the school's CSED (Catholic Schools Evaluation Document).

Resources

Each class prayer focus area includes a list of non-negotiable resources. These include: A candle, a Bible, a statue of Our Lady, Rosary beads, a crucifix and fabric in the current colour to reflect the season of the Liturgical calendar. Additional resources are sorted into boxes, which the children use with support from an adult.

The learning environment

'Symbols and icons of the Catholic faith when displayed in school and throughout its premises will help the school community and visitors to experience the uniqueness and sacredness of this learning environment'³

Focal points in each classroom and throughout the school will reflect the liturgical season and will reference Come and See topics. In this way they will be an outward sign of the school's ethos.

Other opportunities

Children are invited to attend mass weekly in any church throughout the Parish of the Holy Family, Hartlepool.

Eucharist

Children in years 4,5 and 6 are invited to participate in the sacraments of Reconciliation and First Holy Communion in a programme shared with other schools in the parish.

Role of Trust Head of Catholic Life

³ Christ at the Centre Rev Marcus Stock, 2005

The Trust Head of Catholic Life acts as a resource to support to Lay Chaplains and Chaplaincy Teams. Their role is to provide:

- Training and support
- Point of contact
- Identify and meet the training needs of those involved in chaplaincy in our schools
- Oversee spirituality timetables
- Assistance with sacred spaces
- Opportunities to meet and discuss ideas and problem-solve together
- Assistance with the planning and preparation of key Liturgical celebrations including major feasts and seasons across sectors
- Resources for websites

The Trust Head of Catholic Life will work with school Chaplains and those with responsibility for co-ordinating collective worship to develop ideas to:

- Make prayer engaging and meaningful
- Increase involvement of our young people in the prayer life of their school
- Develop whole Trust MAT spirituality events including retreats and liturgies

The Coordinator for Prayer and Liturgy

The Headteacher and RE Coordinator take joint responsibility for Prayer and Liturgy.

Policy Monitoring and Review

This policy is monitored by the Prayer and Liturgy Coordinator and is evaluated and reviewed by the whole school staff and governors every three years. The Foundation Governors in particular will play a most important role.

The Role of the Coordinator for Prayer and Liturgy

- Formulating a written policy for prayer and liturgy
- Ensuring that there is a development plan for prayer and liturgy included in the school development plan
- Ensuring that prayer and liturgy is appropriate to the age, aptitudes and faith backgrounds of pupils
- Ensuring that prayer and liturgy takes account of the religious and educational needs of all who share in it and is rooted in the principles of the 'Directory for Masses with Children'
- Organising themes for prayer times
- Assisting the governors and headteacher to carry out their legal responsibilities with regard to prayer and liturgy including withdrawal from Collective Worship
- Developing staff confidence and expertise e.g. through modelling different prayer styles

Planning, recording, monitoring and evaluating

- Maintaining and developing effective procedures and documentation
- Observing Acts of Prayer and Liturgy and providing feedback
- Informing the headteacher of standards and developments in prayer and liturgy

Communication

- Communicating to members of the school community the significance and content of prayer and liturgy
- Reporting to and consulting with the governors and headteacher regarding matters of concern and development
- Acting as consultant to colleagues
- Encouraging positive attitudes towards prayer and liturgy
- Informing newly appointed colleagues of school policy regarding prayer and liturgy
- Communicating with parents, governors and the parish community
- Liaison with the school chaplain
- Liaison with the Diocesan Department for Education

Professional development/Ongoing formation

- Leading and organising in-service training and ongoing formation for prayer and liturgy
- Attending appropriate in-service courses, reporting back and leading staff training
- Keeping up to date by personal reading

Resources

- Evaluating existing resources
- Developing the resources available for prayer and liturgy including visual aids, artefacts, drapes, music, visitors, leaders, new and relevant books, posters etc.
- Budgeting efficiently