

# St Ignatius Catholic Primary School



## Prayer & Liturgy Policy

'Rooted in love, respect, care, and a commitment to working hard.'

Updated February 2026

Agreed by Governors Spring 2026

To be reviewed: September 2026

## **The context of this prayer and liturgy policy**

Here, at St Ignatius we ensure prayer & liturgy is part of everything we do and it is seen as an important part of our daily school life. '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.)

## **St Ignatius' Mission Statement**

Our Catholic School of St Ignatius puts the faith and uniqueness of Jesus Christ at the centre of our vision for our children. We all strive to treat every person with respect and understanding. We know that no matter who we are or what our backgrounds, in school we will all be listened to and valued. We are all children of God. We are totally committed to providing every opportunity for all of our children to develop intellectually, socially, physically and spiritually through a working partnership with home, parish and other local faith communities so that our children are prepared for further opportunities, responsibilities and experiences. We work in an atmosphere of reconciliation where we all learn to forgive each other and to start each day afresh. We acknowledge our great responsibility to help all our children on their individual faith journeys guided by our belief in the Word of God. The diversity of faiths in our school challenges us to teach our children-

- To live together
- Pray together
- And play together

This is our school This in our community Here we all are, Lord !

## **Statement of requirement**

We ensure our children are provided with opportunities throughout the day to celebrate acts of prayer & worship. 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; 70 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).

Even though 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)), our parents are happy for all our children to participate in prayer and liturgy throughout the week.

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). This is our Headteacher- Mrs Archibald.
- 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 governing body, via the headteacher, 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**

Prayer and liturgy take place on a daily basis throughout the day and week. At St Ignatius we ensure prayer is an important part of our daily life within school and every class will say daily prayers at certain times of the day- morning prayer (when the children come into class), prayer before and after meal times and a prayer at the end of the day.

Each class timetables when they are going to celebrate collective worship and this is carried out daily whether it be whole school or class worship. Monday morning will start the week with a whole school worship lead by the headteacher and the following days class worship will take place. This is either led by the teacher or pupils depending on their age. The worship follows themes set by the headteacher on our school annual worship planner which can be found in appendix. The planner follows the liturgical year but also includes our values and special feast days especially St Ignatius (when possible), other feast days, as well as whole school and class mass.

Whole school mass is celebrated throughout the year and at least 4 times a year- start of the new term, Advent/Christmas, Lent/Easter and a leavers mass. However, each class joins with the parish on Friday to celebrate mass, this is timetabled throughout the year. We include the dates in our newsletter so parents can join us for these mass celebrations. We also have other whole school masses for a variety of Feast days.

Through Advent & Holy week St Ignatius celebrate prayer & liturgy through art, music & drama. During Advent the children receive our 'Travelling Crib' and add to our Jesse tree and during Holy Week our children create art pieces for our Stations of the Cross reflection. Even though this is not actual prayer and liturgy we also celebrate the Nativity and share an Easter reflection with our parents, parish and local community.

Hymn Practice is an opportunity that we take to worship collectively, respectfully and joyfully.

### Pupils Contribution Planner

Name of class/Year	Level of Participation	Length of Worship
EYFS & Year 1	Teacher led Sign of Cross Response to questions asked	5/6 minutes
Year 2	Teacher led Choose items for focus point Read a given prayer	6/7 minutes
Year 3	Given theme to choose prayer Read bible reference/reading Teacher to lead 'response' and 'go forth'	7/8 minutes
Year 4	Given theme to choose 'Listen' and 'response/reflection' Teacher to support for 'Go forth'	8/9 minutes
Year 5 & Year 6	Pupil led	10/11 minutes

### Common Prayers

EYFS & Year 1	Year 2	Year 3	Year 4 & Year 5	Year 6
The Sign of the Cross Morning prayer End of Day Prayer Prayer before & after meals	The Lord's Prayer Hail Mary Glory Be	The Apostles Creed The Act of Contrition Angel of God	Come, Holy Spirit The Prayer of St Richard Morning Offering	The Rosary The Magnificat Act of Faith Act of Hope Act of Love

Each class group is a development on the previous year, therefore the children will understand/know all Common Prayer (see above) before the end of KS2.

## **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, staff, clergy, and governors. Areas for development will be identified and issues raised will be actioned through training and evidenced as appropriate. See Appendix for monitoring form

## **Review**

The policy will be reviewed as part of the regular cycle of policy review conducted by the governors.

## Appendix

### Monitoring Prayer and Liturgy proforma

Observer		Date		Time of Day		Year Group (s)	
Theme:							
Planning, organisation and delivery prompts <ul style="list-style-type: none"> <li>→ standard of organisation</li> <li>→ order</li> <li>→ attention to mood &amp; setting → theme/message clear &amp; appropriate</li> <li>→ opportunities for pupils to lead &amp; participate</li> <li>→ opportunities for spiritual growth</li> <li>→ developing a sense of belonging</li> <li>→ quiet reflection</li> <li>→ spontaneous prayer</li> <li>→ traditional prayer</li> <li>→ relationship</li> </ul>					Evidence		
Response prompts <ul style="list-style-type: none"> <li>→ participation in prayer</li> <li>→ respect</li> <li>→ awe and wonder</li> <li>→ interest &amp; concentration</li> <li>→ behaviour</li> </ul>							
<b>Evaluation</b>							

## Worship and liturgy Planner

Autumn 1	1 <sup>st</sup> Sept	7 <sup>th</sup> Sept	14 <sup>th</sup> Sept	21 <sup>st</sup> Sept	28 <sup>th</sup> Sept	5 <sup>th</sup> Oct	12 <sup>th</sup> Oct	19 <sup>th</sup> Oct
<b>Monday (School prayer)</b>	INSET	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy
<b>Tuesday (Our Father)</b>	Values- Respect	Creation- Genesis 1:26 Let us make mankind in our image	Laudato Si- CAFOD	Light and atmosphere- Genesis 1: 3-8	Creatures- Genesis 1: 20-26	The Most Holy Name of Mary- Hail Mary	Rosary	Rosary
<b>Wednesday (Hail Mary)</b>	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead
<b>Thursday (Act of Contrition)</b>	Respect- Matthew 7:12	Canticle of the creatures- St Francis	Fratelli Tutti - CAFOD	Land and sky- Genesis 1: 9-19	Rest- 1: 1-3	Rosary	Rosary	Rosary
<b>Friday (Examen)</b>	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school
Autumn 2	2 <sup>nd</sup> Nov	9 <sup>th</sup> Nov	16 <sup>th</sup> Nov	23 <sup>rd</sup> Nov	30 <sup>th</sup> Nov	7 <sup>th</sup> Dec	14 <sup>th</sup> Dec	
<b>Monday (School prayer)</b>	Whole school Values- Care & Compassion	Whole school prayer and liturgy Remembrance liturgy worship leaders	Whole school prayer and liturgy	Whole school prayer and liturgy Feast of Christ the King	Whole school prayer and liturgy-1 <sup>st</sup> Sunday of Advent	Whole school prayer and liturgy 2nd Sunday	Whole school prayer and liturgy- Gaudete	



Spring 2	23 <sup>rd</sup> Feb	2 <sup>nd</sup> March	9 <sup>th</sup> March	16 <sup>th</sup> March	23 <sup>rd</sup> March		
<b>Monday (School prayer)</b>	Values- Forgiveness worship	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy		
<b>Tuesday (Our Father)</b>	Forgiveness/ reconciliation 1 John 1:9 "If we confess our sins	Jesus in the desert- Luke 4:1-13	Healing- Luke 17:11-19 The ten lepers	Hunger- Exodus 16:3-17 Manna in the desert	Stations of the cross		
<b>Wednesday (Hail Mary)</b>	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult led		
<b>Thursday (Act of Contrition)</b>	Forgiveness/ reconciliation Forgive as the Lord forgave you. – Colossians 3:13	Act of Contrition	Healing - Mark 2:1-12 The man let down through the roof	Hunger- Luke 9:11-17 The feeding of the 5,000	Stations of the cross		
<b>Friday (Examen)</b>	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school		
<b>Summer 1</b>	13 <sup>th</sup> April	20 <sup>th</sup> April	27 <sup>th</sup> April	4 <sup>th</sup> May	11 <sup>th</sup> May	18 <sup>th</sup> May	
<b>Monday (School prayer)</b>	Values- Resilience	Whole school prayer and liturgy	Whole school prayer and liturgy	Bank Holiday	SATs week No whole school worship	Whole school prayer and liturgy	
<b>Tuesday (Our Father)</b>	Resilience- Joshua 1:7 Above all, be strong.....	Pentecost – Acts 2: 1-13	Holy Spirit- Acts 4:31	Mary-Hail Mary Luke 1:42, "Blessed are you among women, and blessed is	Rosary (Sorrowful) Mark 14:32-42 Agony in the Garden	Rosary (Sorrowful) Matthew 27:27-31 Crowning with Thorns	

				the fruit of your womb			
<b>Wednesday (Hail Mary)</b>	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	
<b>Thursday (Act of Contrition)</b>	Resilience- Isaiah 43:2 When you pass through the waters....	Pentecost- John 14: 16-17	Holy Spirit – Acts 11:15	Rosary (Mystery of Light) Matthew 3:13-17 Baptism of Jesus	Rosary (Light) John 2:1-12 Wedding Feast at Cana	Rosary (Light) Luke 9:28-36 Transfiguration	
<b>Friday (Examen)</b>	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	

<b>Summer 2</b>	<b>1<sup>st</sup> June</b>	<b>8<sup>th</sup> June</b>	<b>15<sup>th</sup> June</b>	<b>22<sup>nd</sup> June</b>	<b>29<sup>th</sup> June</b>	<b>6<sup>th</sup> July</b>	<b>13<sup>th</sup> July</b>
<b>Monday (School prayer)</b>	Values- Tolerance	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy	Whole school prayer and liturgy
<b>Tuesday (Our Father)</b>	Unity and harmony- Romans 12:18	Corpus Christi- Luke 22:19	Immaculate heart of Mary – Luke 1:28	Nativity of John Baptised- Mark 1:4	St Peter	Journeying in hope- Jeremiah 29:11	Feast of St Ignatius- Examen-
<b>Wednesday (Hail Mary)</b>	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead	Wednesday Word adult lead
<b>Thursday (Act of Contrition)</b>	Unity and harmony- Psalm 133:1	Sacred Heart of Jesus – 1 John 4:19	Immaculate heart of Mary- Luke 1:30-31	Nativity of John Baptised- Matthew 3:1	St Paul	Journeying in hope- Luke 24:13-35	Feast of St Ignatius- Examen
<b>Friday (Examen)</b>	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school	Examen reflection whole school- whole year reflection