



PRAYER AND LITURGY

St, John Vianney Catholic Primary Schools

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Introduction

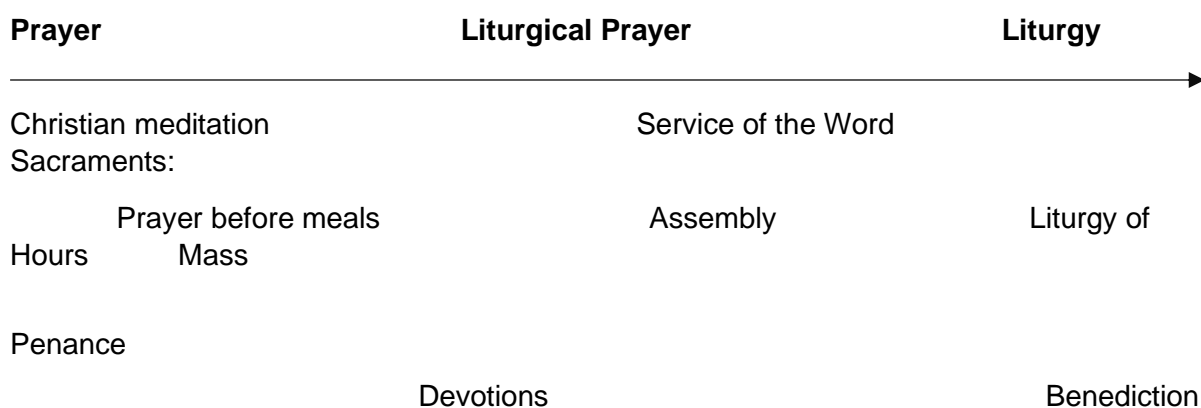
Understanding Prayer and Liturgy

(From the draft Prayer and Liturgy Directory, September 2022)

In any school there will be a range of prayer and liturgy: classroom prayer, meditation, assemblies, devotions, special services for times in the school year, celebrations of Mass and the Sacrament of Reconciliation. Each form of prayer and liturgy will have its own character dependent on the circumstances, size and age of the group, the place of celebration and its content.

Definition of Terms

Prayer, Liturgical Prayer, and Liturgy form a continuum with silent meditation at one end and a celebration of Mass on a Solemnity of the Church (e.g., Ascension of the Lord) at the other. Of course, there are areas of overlap between the categories.



Prayer	Liturgical Prayer	Liturgy
Simple structure	Structured (often 4 part)	Taken from official books
One or two elements	Elements drawn from liturgy	Complex structure
Balance of familiarity & creativity	Places of Scripture	Many elements
	Contrasts and creativity	Range of ministry

In Catholic terminology 'worship' is not generally used to name and describe a distinct type of prayer or event. Worship is about living our lives in a way that recognises that everything we have is a gift from God and that everything we do gives glory to God. That, of course, does include prayer but the scope is broader. With that understanding of worship it will be seen that the purpose of education in a Catholic school is to know and love Christ and to open the vision and imagination of all pupils to the wonder of living in God's world, and the responsibilities that follow from this.

Under Section 48 of the Education Act 2005 there is a statutory duty to inspect and report on denominational education (that is religious education) and collective worship in schools designated as having a religious character. For this reason, the term 'Collective Worship' has been kept as the headline judgement by the Catholic Schools Inspectorate but throughout the framework it is referred to as prayer and liturgy. This model policy addresses the shift in vocabulary and is an interim response to the draft Prayer and Liturgy Directory. When the Directory is published it will contain a model policy which the Diocese of Hexham and Newcastle will adapt for schools.

School name's 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. John Vianney 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. John Vianney 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. John Vianney 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. All collective gatherings of staff begin and are centred upon prayer.

The Timetable of Prayer and Liturgy is listed in the annual annex of the staff handbook, similar to this model:

All children, come together in worship, as the Family of God, before beginning work each day. They will be introduced to, and take part in:

- A pattern of daily prayer – morning offering; grace before and after meals; evening prayer.
- Whole school Liturgical Prayer, which includes all children and staff from Reception to Year 6, with nursery and daycare, as appropriate – 9.05 to 9.20 a.m. Monday and Friday – to introduce enquiry themes to weekly journaling, birthdays, achievements . . . , facilitated predominantly by headteacher, or designate or by groups of pupils, members of staff, visitors and clergy. The Friday worship will be open to parents so that they too can share in the liturgical life of St. John Vianney Catholic Primary School.

² Directory for Masses with Children, paragraph 9.

- Class Liturgical Prayer – 9.00 to 9.10 a.m. Tuesday, Wednesday, Thursday – to develop and personalise the experience of enquiry & journaling and prayerful expression of worship. The senior team will participate in class Liturgical Prayer.
- During the liturgical seasons of Advent and Lent, worship reflects the importance of waiting and penitence by being experienced in our ‘Families at School’.
- Whole school liturgical celebrations - Mass and Services of the Word with Holy Communion- to highlight a special occasion such as a liturgical feast, or important event in the life of the school and centre.

Collective Worship Plan: Autumn Term

Date	Leader	Theme	Hymn
Tuesday, 5 th September	HT	Welcome & introduction	Christ be our light
Friday, 8 th September	HT	Our Lady’s Birthday	Gentle woman
Monday, 11 th September	HT	Holding grudges (23 rd)	Amazing grace
Friday, 15 th September	HT		The rugged cross
Monday, 18 th September	HT	Endless last chances (24 th)	Everlasting God
Friday, 22 nd September	Y6	<i>Be brave</i>	In Christ alone
Monday, 25 th September	HT	Workers in vineyard (25 th)	The Lord hears ...
Friday, 29 th September	HT		We come to your...
Monday, 2 nd October	HT	The Father’s Will (26 th)	Blest be the Lord
Friday, 6 th October	Y2	<i>Our Lady of the Rosary</i>	When Mary listened
Monday, 9 th October	HT	Murderous tenants (27 th)	Lord of life
Friday, 13 th October	HT		Brother, sister ...
Monday, 16 th October	HT	The wedding feast (28 th)	Fill my house unto ...
Friday, 20 th October	HT		Eagles wings
HALF TERM			
Monday, 30 th October	HT	Greatest command (30 th)	For all the saints
Friday, 3 rd November	HT		Abide with me
Monday, 6 th November	HT	Humble service (31 st)	Look around you
Friday, 10 th November	Y5	<i>Remembrance</i>	In Flanders fields
Monday, 13 th November	HT	Ten bridesmaids (32 nd)	Awake, awake . . .
Friday, 17 th November	Y1	Standing up, speaking out	Here I am
Monday, 20 th November	HT	The talents (33 rd)	I give my hands
Friday, 24 th November	Y3	<i>Christ the King</i>	Christ is our king
Monday, 27 th November		Sheep and the goats (34 th)	Majesty
Friday, 1 st December	Y4	<i>Advent Wreath</i>	Enter in the . . .
Monday, 4 th December to Friday, 22 nd December	Advent waiting	Weeks marked with wreath and story told at ‘Christmas worship’	

Mass Plan		
Date	Feast/Theme	Ministries
Whole School Masses		
Tuesday, 12 th September	The Beginning the school Year	Y6
Wednesday, 1 st November	Feast of All Saints	Y6
Tuesday, 5 th December	Advent	Y6
Class Masses		
Tuesday, 19 th September	(II:25) Practice the Word of God	Y6
Tuesday, 26 th September	(II:26) Resolution	Y5
Tuesday, 3 rd October	(II:27) Martha and Mary	Y4
Tuesday, 10 th October	(II:28) Clean inside	Y3
Tuesday, 17 th October	(II:29) Be ready	Y6

Tuesday, 7 th November	(II:32) Mere servants	Y5
Tuesday, 14 th November	(II:33) Zacchaeus	Y4
Tuesday, 21 st November	(II:34) Things to come	Y3

Liturgical Prayer is planned:

- following a structure with reference to the seasons of the Church's liturgical year, 'Come and See', significant dates, the life of the school and its curriculum;
- involving children, staff and governors with reference to our aims and policies;
- responding to changing situations within the school and wider community;
- to develop in pupils skills that enable them to participate and contribute and, in due course, encourage them to prepare, organise, facilitate and preside at worship.

While scripture – the Word of God - is the focus of all acts of worship in school, the content of each liturgy may vary but should contain these elements, developed around a theme:

- Gathering together: Establishing a mood, using a focus, music or an introduction;
- The Word of God: Reading, drama or personal sharing;
- Response to the Word: Action, reflection, meditation, contemplation, in which all can share;
- Mission: Going forth, with something from the experience that can be taken into daily life.

The delivery of Liturgical Prayer can take many forms, but it is essentially about creating space to allow the worshipper to move:

- Beyond words;
- Beyond the moment;
- Beyond the tradition;
- Beyond the immediate.

Leading Prayer and Liturgy

As faith leader of the school, the Headteacher will plan and lead whole setting prayer and liturgy and other collective worship in which he is involved, whenever on site. His delegate, or the most senior leader present will lead such prayer when he is not on site, unavailable or when he is not an expected attendee. 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 the annual annex of the staff handbook.

Monitoring and Evaluation

Liturgy & Liturgical Prayer are recorded:

- on a liturgical planner, keeping note of themes, leaders, pupil groupings and resources;
- through displays, collections of pupils' contributions, prayers, reflections, photographs, videos as appropriate;
- by maintaining examples of whole school celebrations;
- prayer and liturgy is monitored periodically using prayer and liturgy monitoring form, especially by Coordinator and Lead Governor.

in order that future planning can build upon previous achievement.

St. John Vianney Catholic Primary School

Liturgy & Liturgical Prayer Observation

Theme:	Year Group: Teacher:
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Facilitation	Participation
Gathering: Welcome	
The Word	
Response to the Word	
Mission: Going forth	
Behaviour and Attitude	

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

Resources

A wide range of resources, equipment and materials are available:

- In the school hall, there is an 'altar' which reflects the seasons of the liturgical year, and can be used as a focus during collective worship;
- In all classrooms, there is a space or table for personal reflection which can be used as a focus during collective worship. There is access to prayer books, age appropriate biblical and liturgical texts, and materials allowing reflective reading and writing;
- In the school libraries, there is access to biblical and liturgical texts, stories of the lives of the saints and other religious texts that help personal reflection;

- In the teachers' study there is a variety of texts that provide ideas and content for liturgical celebrations, reflective prayer and collective worship;
- In the central resource store there are a Godly Play Boxes (relating a range of Biblical stories), artefacts and symbols that can be used to encourage reflection, contemplation and meditation in collective worship.

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.

Retreats

Opportunities for 'retreat' are provided in setting, with days of reflection, perpetual adoration and 'forms of prayer' experience, such as the Year 5 Scriptorium. Children also, experience moments of 'retreat' through our educational visits programme, spending time at a Mosque and Synagogue, a morning culminating in Mass in our Cathedral Church of St. Mary, and an afternoon in Durham Cathedral ending with Evensong.

Other opportunities

Children have opportunities for voluntary liturgical worship, offered during the lunch break or outside of school time, such as:

- Advent services;
- Lenten Stations of the Cross;
- Sacrament of reconciliation;
- Prayer groups;
- The Companions.

Eucharist

The Mass as 'sources and summit' is celebrated to mark occasion in the life of the school and Church, such as the Start of the Academic Year, Advent, Feast Days . . . so the whole school celebrates with families and parish in St. John Vianney Church.

Children in each class in key stage II, also have the opportunity to participate in the preparation and celebration of daily Mass with parishioners at St. John Vianney Church, at least once each half term.

Role of Trust Head of Catholic Life

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

³ Christ at the Centre Rev Marcus Stock, 2005

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 head teacher, John Hardy is designated as the Liturgy and Prayer coordinator.

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

[Consideration should be given to the establishment of a planning group, which might include, the coordinator, the headteacher, deputy, staff, pupils, governors and school chaplain. It would be part of the role of the coordinator to lead this group.]