



**Bishop
Hogarth**

Catholic Education Trust



COLLECTIVE WORSHIP POLICY

St Joseph's Mission Statement

Father,

You call your children to walk in the light of Christ,

Free us from darkness and keep us in the radiance of your truth.

At St Joseph's School we wish all our children to enjoy learning.

Our teaching will develop the pupils' strengths, interests and experiences.

We aim to develop their confidence in their own capacity to learn and work independently and collaboratively.

Through our teaching we will endeavour to equip all our children with the essential learning skills and instil in each pupil an appreciation of education as a life-long and enjoyable process.

We aim to develop enquiring minds and the ability to think rationally.

By means of interesting and varied experiences we wish our pupils to acquire, develop and apply a broad range of knowledge, understanding and skills.

But most of all to develop an awareness of God's love for each person in the school community through the way we care and value others and ourselves.

UN Rights of the Child

Article 14 and 30

Children have the right to think and believe what they want and to practise their religion, as long as they are not stopping other people from enjoying their rights.

All children have the right to practise their beliefs and customs.

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1. Introduction

Regular liturgical celebrations and daily prayers in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church, should be at the heart of school life. (A7.7) The celebration of Catholic liturgies and prayers as an integral part of learning and teaching should create time for the school community to become reflective, experience the presence of God and develop a mature spiritual life. (A8.7)

From Christ at the Centre: A Summary of Why the Church Provides Catholic Schools, Rev Marcus Stock STL MA, Director of Schools, 2005

The Catholic School is essentially different and distinct from other institutions in both philosophy and practice. Bishop Hogarth Catholic Education Trust recognises the importance of emphasising this distinctiveness in our acts of collective worship. To this end, our acts of worship are designed to:

- Foster and develop a relationship with Jesus Christ
- promote an appreciation of prayer, worship and liturgy
- encourage the participation of pupils so as to reinforce the unique worth of each individual within our community and also;
- in line with the Liturgical Calendar, the directives and the translations of the liturgical books of the Roman Catholic Church.

In accordance with the Scheme of Delegation and the Diocesan Memorandum of Understanding each school in the Trust must provide religious education and collective worship in accordance with the teachings, rites and liturgical norms of the Catholic Church and will be subject to the authority and direction of the Bishop of Hexham and Newcastle. The key areas of the distinctive nature of Catholic education are recorded in 'Principles, Practices and Concerns' as supplemented by 'The Common Good in Education' (Bishops Conference 1996), focusing particularly on the search for excellence as an integral part of the spiritual quest within oneself and within the wider community.

The Right to Withdraw

An Academy's Funding Agreement is drafted to mirror the requirements for Acts of collective worship. Each pupil must take part in a daily act of collective worship unless they have been withdrawn by their parents, or if in the sixth form they have decided to withdraw themselves.

Parents have the right to withdraw their child from collective worship and are not required to provide a reason for doing so.

Parents will be encouraged to discuss their decision with the **headteacher** following a request of withdrawal in terms of:

- The elements of worship in which the parent would object to the pupil taking part in.
- The practical implications of their withdrawal.

Alternative provision will be arranged for pupils who are withdrawn from collective worship.

- Alternative provision may involve religious worship relevant to their particular faith or denomination provided that:

- The effect of the alternative provision would not replace the denominational collective worship with that of the statutory, non-denominational worship.

Such arrangements can be made at no additional cost to the school.

The alternative provision will be consistent with the overall purposes of the school curriculum.

The Trust's Funding Agreement also states that: 'Where a Mainstream Academy is designated with a religious character in accordance with section 124B of the [School Standards and Framework Act 1998](#) or further to section 6(8) of the [Academies Act 2010](#):

b) subject to clause 28, the Company shall comply with the requirements of section 70(1) of, and Schedule 20 to, the School Standards and Framework Act 1998 as if the Academy were a foundation school with a religious character or a voluntary school, and as if references to 'the required collective worship' were references to collective worshiping accordance with the tenets and practices of the specified religion or religious denomination of the Academy.'

c) the Company shall ensure that all quality of the Academy's collective worship are inspected. Such inspection shall be conducted by a person chosen by the Company and the Academy shall secure that such inspection shall comply with the requirements set out in any statutory provision and regulations as if the Academy were a foundation or voluntary school which has been designated under section 69(3) of the Schools Standards and Framework Act 1998 as having a religious character.

Collective Worship in a Catholic school is, however, more than just a legal requirement. It is central to Catholic education and is an essential part of the Trust's overall provision for prayer and worship. We are proudly Catholic in both senses of the word. Everyone in our community is invited to contribute to it and gain from it, regardless of faith, level of belief and commitment.

The inspection of the Trust's arrangement for the inspection for collective worship and RE shall be through Section 48 Inspections. The report on Religious Education is produced for the Bishop of Hexham & Newcastle, who under Canon Law 804 and 806, as the Diocesan Bishop he has responsibility for the schools in the diocese, and for the Governing Body of the schools concerned. *"The formation and education in the Catholic religion provided in any school is subject to the authority of the Church...the diocesan Bishop has the right to watch over and inspect the Catholic schools situated in his territory, even those established or directed by members of Religious Institutes"*. ([Canons 804, 806 Code of Canon Law](#)).

The Trust is a Eucharistic Community this means that we are a community rooted in the Catholic tradition, which gathers to celebrate Eucharist on a regular basis. The word "Eucharist" is a translation of the Greek word eucharistia, which means thanksgiving. Through sharing liturgical life and mutual support for one another, the trust is strengthened to live Christ- centred lives dedicated to spiritual growth and social commitment.

The Eucharist is "the source and summit of the Christian life." "The other sacraments, and indeed all ecclesiastical ministries and works of the apostolate, are bound up with the Eucharist and are oriented toward it. For in the blessed Eucharist is contained the whole spiritual good of the Church, namely Christ himself, our Pasch." ([Catechism of the Catholic Church 1324](#))

In accordance with the [1988 Education Act](#) and the [DfE Circular 1/94](#), collective worship within the Trust provides opportunities for pupils and staff to come together as a community through daily prayer in the classroom, through participation in weekly assemblies and through other liturgical celebrations. Furthermore, through collective worship we are able to encourage pupils and staff to reinforce positive attitudes they may have within their community. We also highlight and try to change negative attitudes within our society to encourage a common ethos and shared values amongst all.

In accordance with the Trust's Scheme of Delegation responsibility for arranging Collective Worship rests with the Local Governing Committee after consultation with the Principal/Headteacher.

Aims

The Trust aims to provide opportunities for pupils and staff to come together in community to worship God and to respond to the invitation from God to be in relationship with Him. Collective Worship reflects the traditions of our Church, taking into account the spiritual 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, faith communities or none.

We endeavour to do this by:

- Helping to develop the faith of each individual within our community;
- Promoting the belief that our Trust is a caring community;
- Giving pupils an insight into and understanding of Gospel values;
- Developing an understanding of the responsibilities the Gospel values place upon each individual within the community;
- Developing a sense of mission;
- Encourage those who form part of the worshipping community in church;
- Help those for whom school may be their first and only experience of church;
- Include pupils from other Christian traditions, or none or from other faith backgrounds; and
- Provide an educational activity or experience to which all can contribute and from which all can gain.

Therefore, at the start of each day the staff in all of the Trust schools gather as a community and briefing begins with a prayer and a reflection to remind us all of God's presence among us.

2. Vision and Values of Bishop Hogarth Catholic Education Trust

The Trust has adopted the following vision and values to guide us in our mission and to underpin all that we do:

Our Vision:

Our schools will be 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.

Our Values:

The following values underpin everything the Trust and our Schools will do:

BEING Just and Responsible: We seek to act justly, fairly and responsibly in all our relationships to ensure ‘The Common Good’ is upheld.

PROMOTING Spiritual and Human Development: We believe a knowledge of and a personal relationship with Christ gives meaning and purpose to our lives.

ACHIEVING Quality in Teaching and Learning: We believe everyone should gain dignity and self-worth through quality teaching and learning which allow all in our school community to excel.

SHOWING Respect for Every Person: We believe that all are created in the image of God and therefore we will respect the unique and intrinsic value of every person, promoting equality and celebrating diversity.

CREATING Community: We believe our schools to be faith communities where Gospel values of truth, honesty, forgiveness and reconciliation are lived and where there is special care for those most in need.

COMMUNICATING: We value the views and opinions of the communities whom we serve and will actively engage and respond.

3. The Aims of Collective Worship at Bishop Hogarth Catholic Education Trust

- To reflect upon the mystery that is God;
- To provide opportunities for students and staff to come to know Jesus Christ through prayer and action;
- To heighten pupils’ awareness of questions related to the ultimate mysteries of life and to explore the beliefs and commitments made by themselves and others in response to such questions;
- To grow in liturgical understanding and development with specific reference to the Catholic tradition;
- To respond to life’s challenges, celebrate life’s wonders and comfort and console at times of difficulty;

- To celebrate the richness and diversity of our God given creation and the responsibilities we have for its stewardship;
- To give opportunities for silent contemplation, reflection, personal response and prayer;
- To explore, reflect on, express, affirm, or challenge commonly accepted personal and social values and individually held beliefs;
- To express our faith as a Christian community thus reinforcing the sense of belonging, the development of community spirit, the promotion of a common ethos and the reinforcement of positive attitudes;
- To provide staff and pupils with opportunities to worship God hence enabling individual spiritual moral development; and
- To offer pupils the opportunity to prepare themselves for challenges in their adult life.

To fulfil these aims we will:

- Ensure the Act of Worship is seen as part of the total curriculum, an integral part of the life of the school and seen to be important;
- Adopt an approach that is based on educational principles which aid the spiritual development of individuals. Therefore the form, shape and content will be educational;
- Respect the integrity of the individual, to give the opportunity to participate creatively and encourage each to make an individual response to a shared experience;
- Build up accessible resource materials for use in assemblies and the daily act of worship;
- Experiences of prayer and worship will be high quality, reflecting the liturgical seasons and feasts of the Church.
- Endeavour to provide a physical environment that is conducive to the above;
- Involve a wider combination of staff, pupils and relevant members of the community in assemblies; and
- Provide an opportunity to review Collective Worship.

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

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 Role of the Coordinator for Collective Worship

The role of the Co-ordinator for Collective Worship is detailed at **Appendix 1**.

Ruth Whyte-Collective Worship Coordinator

Organisation of Collective Worship

The organisation of collective worship is detailed at **Appendix 2** (each school to complete).

Policy Monitoring and Review

This policy is monitored by the Collective Worship Co-ordinator. It is evaluated and reviewed by the Headteacher Ruth Whyte (Collective Worship Coordinator), members of Senior Leadership Team and with the whole school teaching staff and Governors every two years.

The Role of the Coordinator for Collective Worship

- Formulating a written policy for Collective Worship
- Ensuring that there is a development plan for Collective Worship included in the school development plan
- Ensuring that Collective Worship is appropriate to the age, aptitudes and faith 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 principles of the 'Directory for Masses with Children'
- Organising themes for Worship
- Assisting the governors and headteacher to carry out their legal responsibilities with regard to Collective Worship 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 Collective Worship and providing feedback
- Informing the headteacher of standards and developments in Collective Worship

Communication

- Communicating to members of the school community the significance and content of Collective Worship
- Reporting to and consulting with the governors and headteacher regarding matters of concern and development
- Acting as consultant to colleagues
- Encouraging positive attitudes towards Collective Worship
- Informing newly appointed colleagues of school policy regarding Collective Worship
- 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 inservice training and ongoing formation for Collective Worship
- 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 Collective Worship 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.]

Organisation of Collective Worship

(*Amended due to Covid regulations)

Planning, Content and Celebration

Collective Worship is planned following a structure with reference to the Church's seasons, Come and See, feast days, the curriculum, our school values 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.

The Timetable of Collective Worship

- Weekly whole staff worship-this starts the week with a spiritual focus
- Assemblies including collective worship and liturgy
- Whole School-Wednesday and Friday AM
- *Key Stage assemblies Tues-KS leaders Timetable
- *Individual class led whole school assemblies/collective worship
- Class Liturgy-Thurs approx 15 mins-relating to topic or seasons of the Liturgical year-feast days etc
- Daily Prayer-Morning, Lunchtime and evening.
- Various whole school collective worship in relation to the Liturgical Year-Easter Service/Carol Service/Harvest Festival

Recording

Class Liturgy and whole school liturgy is recorded on the school liturgy planner proforma which includes the 4 aspects of liturgy. This is also used by pupils when planning pupil lead Liturgy. Worship is also recorded on power points which are shared with the children and are kept centrally for staff.

Monitoring and Evaluation

Collective Worship is monitored using the Collective Worship monitoring form which is based on the Diocesan proforma. *The Collective Worship lead regularly attends the weekly Class Worship across the school and the RE Governor, and any other governors, are welcome to attend.

Following monitoring, training needs will be identified and outcomes used to inform SEF 48.

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' ¹

There are a number of artefacts and displays throughout the school which contribute to our Catholic identity.

Developing Parish Links

*St Joseph's Church is part of St Thomas of Canterbury Parish, Billingham which also includes the churches of Our Lady of the Most Holy Rosary and St John's. Catechists from across the parish run the Sacramental Programme where pupils from all 4 schools (including St Paul's) are prepared to receive the Sacraments of Reconciliation and Eucharist together. The final gathering is the First Holy Communion Mass where the Parish and schools work together to plan a shared Mass and celebration. The Mini Vinnies engage with the SVP to support with charity events within the Parish Community.

¹ Christ at the Centre Rev Marcus Stock, 2005

The school makes contributions to the parish bulletin to keep parish members informed about school collective worship events of which members of the parish are welcomed.

*Weekly Sunday Mass is planned for 6.00 pm on a Sunday.

Prayer

A variety of prayer styles will be used appropriate to the age of the children and the occasion. The staff share a weekly reflection which is led by the Collective Worship coordinator and the teaching staff. Pupils have the opportunity to pray throughout the day with age appropriate prayers.

Daily Worship

Refer to Prayer, The Timetable of Collective Worship, Feast Days and Holy Days and Holy Mass and Celebration of the Sacraments.

Retreats

The school engages with the Youth Village to allow Y6 to attend a day retreat during the Summer Term.

Feast Days / Holy Days of Obligation

*Holy Mass will be attended at St Joseph's Church or focused Collective Worship will take place in school.

Mass presently takes place every Tuesday Morning in the school hall as the church is presently undergoing refurbishment. Parishioners and pupils attend this.

St Joseph's Day starts with a whole school Collective Worship in the church followed by celebrations throughout the day.

Sacred Spaces (Primary)

Focal points in each classroom and throughout the school reflect the liturgical season and reference Come and See topics, the school values and the Wednesday Word. In this way they are an outward sign of the school's ethos. All prayer areas will have the correct liturgical colours and follow the Church's Liturgical Year.

Charity

The school has regular fundraising activities which support CAFOD and Mission Together. The resources for both charities are regularly used to support in the planning of Collective Worship. In addition to this there are annual fundraising activities for the Food Bank, 'Wear it Pink' and Fairtrade which are launched with whole school Collective Worship. The Mini Vinnies engage with the parish SVP to support in the local community which has included Carol Singing and prayers at the local nursing home and making Christmas Cards to be delivered to those most in need in the parish.

Holy Mass & Celebration of Sacraments

Eucharistic celebrations, which are celebrated by the parish priest, take place every week in St Joseph's Church. This weekly mass presently takes place in the school hall as St Joseph's Church is being refurbished. This is timetabled so that all KS 2 classes attend mass twice a month with Year 2 once a month. Readings, Bidding Prayers and the offertory are led by the children therefore opportunities for children to participate are maximised. There are also whole school masses arranged linked to the liturgical year, e.g., Advent where hymns are chosen. There are additional Eucharistic celebrations for First Holy Communion children and Year 6 leavers. Parents and parish members are invited to every celebration.

All children from Year 2-Year 6 attend Holy Mass on Ash Wednesday and during Advent.

Sacramental Preparation: Supporting Parishes

The Sacrament of Reconciliation and the Sacrament of the Eucharist are prepared for and celebrated with children in Year 4. This is alongside other children from the schools which are part of St Thomas of Canterbury Paris which are OLMHR, St Paul's and St John's. The school works with the catechists of the parish.

Resources

There are a variety of resources in the RE file in the Staff shared documents on the computer. This includes:

- Music and Hymns including Taize, Bernadette Farrell etc
- A bank of appropriate prayers
- Prayers and references for Seasons of the Liturgical year
- Ppt presentations inc Stations of the Cross for children,
- God's Story and Church's story Bks 1-3
- Variety of religious pictures

All classes are equipped and continually develop the resources for their Class Worship Areas and Liturgy Displays including:

- Liturgy Planner
- Prayer stones/Crosses etc
- Resources for different Liturgical seasons including Advent and Lent
- Variety of pictures
- Prayer books, bibles etc
- Worship Area cloths for different Liturgical Seasons

The school also uses the Wednesday Word which is provided for the pupils weekly. There are also various whole school resources available.