September 2025

Collective Worship Policy



We Learn, Grow, Shine in the Light of Jesus

Mission Statement

At St Leonard's Jesus is our guiding light as we learn, grow and aim to achieve our best.
It is through his love and teachings that we are able to take pride in our progress, do better than our best, reach our true potential and shine.

The Nature of Collective Worship

Collective worship 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, and does not fulfil this requirement. Collective worship and assemblies are distinct activities. They may sometimes form part of the same gathering, but the difference between the two 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 Collective Worship 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 Collective Worship 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 that those which are specifically structured, within Come and See RE curriculum.

The Place of Collective Worship in the Life of St Leonard's Catholic Primary School

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

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.

[1] Christ at the Centre Rev Marcus Stock, 2005

The Aims of Collective Worship

Collective Worship in **St Leonard'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 worship in **St Leonard'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 worship;
- 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

Collective Worship 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.
Staff gather together to pray before all staff meetings, phase meetings and briefings. The school prayer garden is used as a place of quiet reflection. Staff have opportunities to pray together to celebrate important celebrations such as Advent/Christmas and Lent/Easter.

[2] Directory for Masses with Children, paragraph 9.

The timetable of Collective Worship is as below.

Day	Type of worship	Duration	Theme	Venue
Monday	Whole school collective worship Led by Head Teacher	15 minutes	Sunday's gospel- resources from Ten Ten resources	School hall / classroom
Tuesday	Class Mass	Time varies – approx. 40 minutes	Catholic Life Church season RE topic	St Leonard's RC Church
Wednesday	Key Stage collective worship	KS1- 10 minutes 15 minutes	Statement to live by RC values	School hall
Thursday	Class liturgy / Class collective worship	15-20 minutes Up to 15 minutes	Catholic Life Church season RE topic	School hall Classroom
Friday	Whole school collective worship, as part of Value Awards Assembly	10 - 15 minutes	Church season	School Hall

The school prayer garden can be used at any time, arranged by class teachers.

Whole school masses and class masses are arranged with the parish priest.
General pattern – 3 whole school masses per year with the addition of whole school masses for holy days of obligation.
Start of school year
Celebrating Advent/ Christmas mass
End of school year

This can be subject to change and are at the direction and permission of the parish priest. See separate and more specific timetables for liturgy for each term.

Leading collective worship

As faith leader of the school, the Headteacher and Deputy Head Teacher will plan and lead collective worship. The class teacher will lead class collective worship. Children are taught to plan and lead worship according to their age.

Recording

Collective Worship is recorded in children's books, (at the end of each topic) evidence of photographs are kept in school display books, shared on school Twitter account and samples of plans are kept by RE Leader.

Monitoring and Evaluation

Collective Worship is monitored using Collective Worship monitoring form, (Appendix 1). Monitoring takes place formally once per year. Informal monitoring takes place more frequently due to SLT attending the celebration of liturgy and collective worship. Following monitoring, training needs will be identified and outcomes used to inform SEF 48.

Resources

Each class has their own box of classroom liturgy resources which includes focal table cloths, crosses, bibles and religious artefacts. Class teachers are responsible for these resources and these are easily accessed by children. Additional resources are stored in the

RE and Collective worship cupboard. These resources include religious posters, small candles, travelling cribs, travelling crosses, rosary beads.

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
Each year, Year 6 children take part in the Youth Ministry Event.

Eucharist
All children have opportunities to celebrate mass with their class and with the whole school throughout the school year. Masses are arranged with the permission of the parish priest.

The coordinator for Collective Worship: Mrs F Leake
(A model job description is also included in Appendix 2.)

Policy Monitoring and Review

This policy is monitored by the Collective Worship coordinator and is evaluated and reviewed by the whole school staff and governors every two years. The Foundation Governors in particular will play a most important role.

[3] Christ at the Centre Rev Marcus Stock, 2005

Appendix 1

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