

LONDON BOROUGH OF HAVERING



ST URSULA'S CATHOLIC PRIMARY SCHOOL

RE PRAYER AND LITURGY (COLLECTIVE WORSHIP) POLICY

*“With God at the heart of our St Ursula’s family, we welcome all as we learn
and grow together”*

Autumn 2024

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This Mission Statement was agreed by the whole school community and is known by them. Our Mission Statement clearly states our school’s overarching purpose and ‘reason for being’.

- The Mission Statement is read, as part of Collective Worship.
- The Mission Statement is displayed prominently in the school entrance, the school halls, in every classroom and on the school website. Every child has the Mission statement in their reading record.

Aims:

- Through work, to develop their full potential as part of the community and as a unique person made in the image and likeness of God.
- Through worship, to learn to know and love God and to recognise and respond to the person of Christ in others.
- Through witness, to celebrate Gospel messages of justice and peace.

Introduction:

We believe that Christian worship in a Catholic school 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.

Legal Requirements:

We acknowledge the legal requirement that there must be a daily act of worship for all pupils. The act of worship is not designated curriculum time and will not be subsumed under any part of the curriculum, including religious education. In this school, as with any Voluntary Aided School, responsibility for arranging Collective Worship rests with the Governing Body after consultation with the Headteacher.

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; 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). 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)). Sixth-form pupils can choose to withdraw themselves from prayer and liturgy (School Standards and Framework Act 1998, s.71 (1B)). 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.

Worshipping Nature of the School:

We endorse the belief that 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.
- It will be an educational activity or experience to which all can contribute and from which all can gain.

We will continue to foster and deepen the children's personal relationship with God our Father daily in prayer. The Worshipping nature of our school is expressed in a variety of ways including:

- Prayer
- Reflection
- Assemblies
- Hymn Praise
- Eucharist
- Sacraments
- Classroom Prayer/Worship

Prayer will not only be confined to an act of worship. Children are encouraged to pray in the morning and in the evening. Worship in this school is more than just a legal requirement. It is an integral part of school life and central to the Catholic tradition.

The Role of staff

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)
- 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.

Head teacher

The head teacher, 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.

Prayer and Liturgy Lead:

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 the head teacher and governing body 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.

We believe that leading pupils in prayer is a vital and essential part of Catholic education. It is expected that teachers will:

- Provide opportunities for pupils to pray
- Provide pupils with meaningful prayer experiences
- Assist pupils to develop the language of prayer
- Teach pupils the traditional prayers of the Church
- Help pupils to develop habits of prayer

Purposes of Prayer and Worship at St Ursula's:

- To contemplate something of the mystery of God
- To reflect on spiritual and moral issues
- To explore their own beliefs
- To respond to and celebrate life
- To experience a sense of belonging and develop community spirit
- To develop a common ethos and shared values
- To enrich religious experience
- To grow in liturgical understanding and development
- To reinforce prayers that are part of the Catholic tradition
- To reinforce positive attitudes

- To participate fully
- To make time to 'wonder at', 'to come to terms with' and 'to give worth to'.

There may be clarity of purpose to engage children to have a daily opportunity of meeting the LIVING GOD. We celebrate our faith through not just our words but our actions through the Gospel values of Faith, Respect, Kindness, Honesty and Resilience.

Organisation of Collective Worship

Prayer, worship and liturgical celebration are central to our Catholic tradition and form an integral part of the school day. Prayer is encouraged in a variety of methods; – private individual prayer, group prayer, and whole school prayer.

Each child takes part in a daily act of worship (5-10 minutes) and formal prayers are used to open and close the school day sessions. The children also plan and lead acts of worship within each of their classes on a Thursday.

Prayer, worship and Liturgy celebration				
Monday	Tuesday	Wednesday	Thursday	Friday
Gospel Assembly	Hymn Singing	Wednesday Word	Thursday morning liturgies led by our 'Faith in Action' pupils	Friday Achievement Assembly
Staff meeting				Headteacher Newsletter
Staff Training				
Termly Governor Meetings Termly Year group Newsletter Termly Year group Assemblies Termly RE Newsletter Monthly Prayer written by 'Faith in Action' Monthly Ten:Ten Newsletter Year Group Masses Parent Portal Parent Workshops Whole School Masses are celebrated on Holy Days of Obligation and special Feast Days and Celebrations				

Collective Worship structure (The 4 Ws):

Prayer and liturgy follow a call and response structure. God calls to us and we respond to him. When God speaks to us in his words (scripture), it is the response of the heart to respond with love whether that be a prayer of praise, adoration, thanks giving, repentance or intercession.

When this conversation with God happens within the formal liturgy of the Church, this pattern is repeated back and forth. We want to support our children in understanding the call and response pattern. Icons are used to help our pupils understand the call and response pattern during the prayer time in assemblies and in their classroom.



Welcome



Word



Worship



Witness

Welcome (Gather) - We gather together. We use candles and other religious artefacts to show we are preparing for worship.

Word (listen) - We listen to scripture.

Worship (Response) - We respond to the reading with prayer.

Witness (Mission) - We choose a way to go forth, sharing the Good News and following God's mission in our everyday lives.

Resources to Support Prayer and Liturgy

St Ursula's Prayer and Liturgy is guided by the Collective Worship Programme from Ten:Ten. This programme allows pupils to immerse themselves in stories that change hearts and minds and shows that Jesus' stories are just as relevant today as they were when he told them.

Collective worship takes place each day at St Ursula's. The term 'Collective worship' is used by the government and whilst it is commonly used in schools, it is not a phrase that is necessarily part of Church's traditions. As Catholics when we use the term collective worship we are really referring to the huge variety and richness in the tradition of liturgy and prayers. It's more than a statutory requirement – it changes lives!

Physical resources are both in-class and centrally-based. All classes have access to quality Bibles, suited to the ages and needs of the class. There are a variety of books, posters, artefacts and ICT software to support collective worship.

Why is Prayer and Liturgy important?

Our faith teaches us that God loves us and wants to have a relationship with us. Our relationship with God is built up through our **worship** of him – the time spent talking and listening to him. Liturgy and prayer at St Ursula's aims to enable children to live their lives to the fullest, through deepening their faith and developing a personal relationship with God. We do this through the creative story based worship resources of Ten:Ten and the Wednesday Word that are rooted at Church's teachings.

Assemblies

- Our assemblies are for our whole school community of children, teaching and support staff.
- Class assemblies which are based on the current 'Come and See' topic take place on a Tuesday at 9am. Parents are very supportive of class assemblies and attendance is high.
- Our school week begins with the whole school community assembled together in the school hall. The focus of the assembly relates to the Sunday Gospel and is led by the Head Teacher or a member of SLT. Our Friday 'Achievement Assembly' includes weekly 'Celebration of Achievement' which is highly valued by children and adults alike.

- Whole school hymn praise takes place each Tuesday in EYFS, Key Stage 1 and 2.
- Morning prayers, lunchtime prayers and evening prayers are said in class and led by our 'Faith in Action' group.
- Our 'Faith in Action' group lead their classes in Gospel reflection through the Wednesday Word. It is an opportunity for our pupils to discuss their faith and how the Gospel relates to our daily lives.

Masses

- Whole School Masses are celebrated on special Feast Days/Celebrations, eg St. Ursula's Feast Day. Year Group Masses are celebrated in St Dominic's Church, where our school community can join with the Parish Community. A whole school reconciliation mass takes place before Lent by Father Joseph Tan.
- Year 6 classes celebrate the culmination of their life at St Ursula's with a special Leavers' Mass, to which their families are invited. The parents of the Year 6 children work together to create an end of year book and give the children a printed t-shirt and special gift of a Bible
- Chaplaincy provision: Father Joseph Tan (St Dominic's Parish and Most Holy Redeemer Parish) is our Spiritual Leader.
- Celebration of the Eucharist and seasonal Liturgies are celebrated regularly both in school and in Church.
- Lenten services are led by our priest in St Dominic's Church.

School Liturgical Celebrations

- Christmas Mass is celebrated by Father Joseph Tan for the whole school.
- Our KS2 Christmas Nativity concert takes place in St Dominic's Church, which enables parents, Governors and parishioners to join together for the occasion.
- KS1 pupils arrange nativity performances in the school hall and Fr Joseph Tan attends offering a blessing.
- During advent the school takes part in the travelling nativity celebration where each child in the class takes the class nativity set home for an evening and celebrates the birth of Christ with their family.
- Ash Wednesday: Father Joseph Tan leads an Easter preparation service for our school community.
- Corpus Christi: Mass is celebrated in St Dominic's Church with the parish community.
- The crowning of Mary takes place every year at the start of May. This involves the cleaning of our statue of Mary beforehand by some of our youngest pupils. All pupils gather around the willow dome and the youngest and oldest pupils in the school crown Mary as we pray and sing hymns in honour of the Mother of Christ.

Hymn Praise

- Hymn praise takes place on Tuesday and is led by our music lead and RE Lead.

Prayer

Part of our role as a Catholic School is to teach prayers and to teach how to pray. In each classroom at St Ursula's Catholic Primary School, there is a prayer table with a Crucifix, Statue and Icon and these are joined by a Bible that is always open. This prayer focus will change throughout the year to reflect the Liturgical Year and the current Topic being taught in R.E.

While praying in class, teachers simply start their prayer by drawing everyone together by various ways such as lighting a candle, making the Sign of the Cross, singing a Hymn or directing their pupil's focus to a religious painting or Icon. Teacher and pupils are aware of the importance to create an atmosphere conducive to prayer such as playing music.

We pray with children and not at them. Enabling children to pray demands wholehearted involvement with them not in teacher/pupil way but in a relationship of learning, and discovering together.

- Prayer is woven into the daily life of our school through Collective Worship, and within our school assemblies and faith celebrations. Prayer is also offered at the close of every day. There is a strong pupil involvement in the preparation and presentation of prayer, for example pupils read during masses at church and also prepare the Prayers of the Faithful.
- There are two 'Faith in Action' pupils in each class in the juniors to lead the class in prayer and worship. This includes leading classes in praying decades of the Rosary.
- All classes have their own Rosary beads.
- The Class Prayer Area displays Altar Cloths, as appropriate to the Liturgical Calendar.
- The Calendar of Prayer is in line with the Liturgical Year cycle.
- All Governing Body Meetings begin with a shared prayer and refer to 'How to Survive as a Governor in a Catholic school' by Sister Judith Russi for prayer guidance.

At St. Ursula's our children learn about the different kind of prayer and are shown the different ways of praying:

Types of prayer

- Praise (I love you: the highest form of prayer because there is no self-interest in that, just praising God for being God. That's what we are called to do in prayer.
- Thanksgiving (Thank you): to be thankful for his manifold gifts. Example if you are feeling in that mood of thanksgiving.: Come, let us give thanks to the Lord; give thanks to the Lord for He is good; for His love has no end.
- Repentance (I am sorry): we are very aware of how far we fall short of the Gospel ideas; we are conscious of our sinfulness, so coming before God, conscious of our sins, and asking His forgiveness.
- Petition (Please): intercession, for ourselves, for others and for the world. We don't need too much encouragement with this.

Ways of praying

- With the voice - vocal prayer - saying prayers Set prayers, your favourite prayers formal prayers;

Morning Office; Evening Prayer; Office of Readings.

- Of the mind – meditation – meditative prayer of the mind: Take a scene or parable from the Gospel and place ourselves in that story, in that picture and meditate on it and reflect. That can really be a starting point for our prayer, so just quietly reflecting on that, without too many words. The mind is seeking understanding and insight. The mind is active but the lips are quiet.
- Of the heart – contemplation – contemplative prayer Which is the old meditation, and beyond prayerful reflection but it exercises prayer of the heart: the imagination and will. The lips and mind come to rest, but the heart and will reach out to God's presence. Simply looking at the Lord, in stillness and in wordless prayer.

Progression in Prayer

Just as the disciples asked Jesus for guidance in prayer, at St. Ursula's we recognise that our children need to be supported in their development and understanding of prayer and how it can enhance not only their faith but their relationship with God. This is set out in our Progression in Prayer document informed by '7.10.common prayers' set out in 'To love you more Dearly'. Booklets have been created for each year group to support this progression, with the aim that by the time our children leave St. Ursula's they have a greater knowledge of the core prayers within the catholic faith as well as a deeper understanding as to why we say/pray them.

Staff Development

- Our R.E. Coordinator, attends all relevant Diocesan INSET and feeds back to SLT and all staff on new developments.
- The Head Teacher and Senior Leadership Team members respectively attend termly Havering Deanery meetings, sharing good practice with staff.
- Our Head Teacher and Senior Leadership Team respectively attend the annual Diocesan Residential Conferences and share new developments with colleagues in school.
- Weekly RE 'snapshot' CPDs take place during Monday morning staff Briefings.
- Half termly RE CPDs are led by Headteacher and R.E. Coordinator.

Prayer Tables and Sacred space

- Each class has a Prayer tables that changes regularly and we also have a Calm Chapel (St Veronica's). These are dedicated areas within the classroom and school setting where the children can encounter God. This usually involves some form of reading, reflection and action.
- The children are invited to spend some time in St Veronica's. It is a beautiful place where the children can come and say a quiet prayer or spend some time reflecting. Our Pupil Chaplaincy team takes great pride in creating new prayer activities in here for the children to engage with each week and take turns in monitoring the space. Children in school have a rota for 'Prayer Passes' and have the opportunity to spend time, praying and reflecting, during lunchtime
- Our Corridor of Faith displays a prayer from every child in the school.
- Within each classroom, there is display with artefacts and also an R.E. display relating to the current 'Come and See' topic. We follow the liturgical year with appropriate altar cloths.
- At St Ursula's we have commissioned our own Catholic Social Teaching images and scripture to help inspire our learning, chosen by our (pupil) R.E Leaders and staff. We have linked these teachings with resources provided by CAFOD to guide us our understanding of each principle.

Pupil voice contribution

At St. Ursula's we recognise that we are a community, and understand the importance of everyone in our community having a contribution to our decisions as a school. Our aim over the past few years has been to increase the involvement of pupils in decision making at St Ursula's, and that has been no different when it comes to the faith of our school.

We have a number of pupil voice groups, but two of those are solely focused on the faith of our school, our Pupil Chaplains and our 'Faith in Action' group.

Monitoring and evaluation

This policy is reviewed annually by the Full Governing Body.

Prayer and Liturgy forms part of the schools monitoring and review programme.

Monitoring is completed termly and this informs the termly Continued Professional Development.


Signed: _____
Head teacher


Signed: _____
Governing Body

11th December 2024