



**Bishop Chadwick**  
Catholic Education Trust



St. Oswald's Catholic Primary School

# Prayer and Liturgy Policy

Approved by:

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17/09/24

Next review due by:

16/09/25

Review frequency:



# **St. Oswald's Catholic Primary Prayer and Liturgy Policy**

## **Mission Statement**

### **Our Mission Statement**

We walk in the footsteps of Jesus so that we may have life in all its fullness.  
(Based on John 10:10)

### **Our Vision and Values**

We aim to provide a Catholic, Christian education based on the life and teaching of Jesus Christ. The values of the Gospel underpin all aspects of school life in order to provide an environment in which the dignity of each person, as a child of God, is recognised and developed.

## **The Nature of Prayer and Liturgy**

Prayer and liturgy in St. Oswald's Catholic Primary celebrate 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.'<sup>1</sup>

## **Legal Requirements**

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 the 'Come and See' RE curriculum.

## **The Place of Prayer and Liturgy in the Life of St. Oswald's Catholic Primary 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.

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<sup>1</sup> Christ at the Centre Rev Marcus Stock, 2005

## Prayer

## Celebration of the Word

## Liturgy

Christian meditation  
Prayer before meals

Service of the Word  
Assembly

Liturgy of Hours

Sacraments:  
Mass  
Penance

Devotions

Benediction

Prayer	Celebration of the Word	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.*

### The Aims of Prayer and Liturgy

Prayer and liturgy in St. Oswald'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 prayer in St. Oswald'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 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.<sup>2</sup> 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, Remembrance Day. Parents and Governors 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.

An example Timetable of Prayer and Liturgy is as below:

Collective Worship Timetable 2024-2025



- Suggested Feast Days to be included in Class Worship / Collective Worship Floor book
  - Personal Development Links
  - British Values Links
  - Mental Health and Wellbeing
- CST = Catholic Social Teaching

#### Autumn 1

During Ordinary Time (Summer), i.e. up to September, we are asked to pray for these intentions: A Deeper Understanding between Christians and Jews; Those Who Suffer Persecution, Oppression and Denial of Human Rights; Europe; Human Life; Seafarers.						
Date	Monday	Tuesday	Tuesday Class	Wellbeing Wednesday	Thursday	Friday
	Reading from Sunday's Gospel (YEAR B) Whole School	Statements to Live by... (2yr cycle) Hall	Class Worship/ Prayer Classroom based	Classroom based	Hymn Practice Whole school Hall	Whole School
2 <sup>nd</sup> Sept	INSET	DW - First Whole School Celebration of the Word		KS2 - TS	AH	Celebration Assembly
1 <sup>st</sup> Sept - World Day of Prayer for the Care of Creation		23 <sup>rd</sup> Sunday in Ordinary Time All staff required		We are all special CST link Human Dignity BV - Respect		

See Appendix 2

<sup>2</sup> Directory for Masses with Children, paragraph 9.

Week Commencing	Tuesday Mass	Additional RE Activities
2 <sup>nd</sup> Sept 2024	X	
9 <sup>th</sup> Sept 2024	Year 6	Year 6 Start Faith in Action
16 <sup>th</sup> Sept 2024	X	
23 <sup>rd</sup> Sept 2024	Year 5	
30 <sup>th</sup> Sept 2024	X	Judaism topic Taught in Class Year 5 and 6 Trip to the Synagogue Year 3 and 4 Trip to the Synagogue
7 <sup>th</sup> Oct 2024	Year 4	Harvest Festival Harvest Assemblies
14 <sup>th</sup> Oct 2024	X	Year 1 Parent Class Worship
21 <sup>st</sup> Oct 2024	Year 3	

See Appendix 3

### **Leading Prayer and Liturgy**

As faith leader of the school, the Headteacher will plan and lead prayer and liturgy, supported termly by the SLT team. The class teacher will lead class prayer and liturgy. Children are taught to plan and lead prayer times appropriate to their age and ability.

### **Recording**

Prayer and liturgy is recorded in a class floor book with other evidence shared on the school website.

### **Monitoring and Evaluation**

Prayer and liturgy is monitored using the school's prayer and liturgy monitoring form.

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

### **The learning environment**

'Symbols and icons of the Catholic are displayed in school which help the school community and visitors to experience the uniqueness and sacredness of this learning environment'<sup>3</sup>

Focal points in each classroom and throughout the school will reflect the liturgical season and will reference Come and See topics where appropriate. In this way they will be an outward sign of the school's ethos.

### **The Coordinator for Prayer and Liturgy**

<sup>3</sup> Christ at the Centre Rev Marcus Stock, 2005

The Coordinator for RE is Thomas Smith, Prayer and Liturgy is led across the school by all members of the Senior Leadership Team, including the Assistant Head Teacher, Sarah Keith and Dominic Woodhouse, the Head Teacher.

### **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 two years.

## Appendix 1

### **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 inservice 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.]*



## Appendix 2:

- Suggested Feast Days to be included in Class Worship / Collective Worship Floor book
- Personal Development Links
- British Values Links
- Mental Health and Wellbeing

CST = Catholic Social Teaching


### Autumn 1

During Ordinary Time (Summer), i.e. up to September, we are asked to pray for these intentions: *A Deeper Understanding between Christians and Jews; Those Who Suffer Persecution, Oppression and Denial of Human Rights; Europe; Human Life; Seafarers.*

Date	Monday Reading from Sunday's Gospel (YEAR B) Whole School	Tuesday Statements to Live by... (2yr cycle) Hall	Tuesday Class Worship/ Prayer Classroom based	Wellbeing Wednesday  Classroom based	Thursday Hymn Practice Whole school Hall	Friday Whole School
2 <sup>nd</sup> Sept 1 <sup>st</sup> Sept - World Day of Prayer for the Care of Creation CST - Stewardship	INSET	DW - First Whole School Celebration of the Word 23 <sup>rd</sup> Sunday in Ordinary Time All staff required		KS2 - TS We are all special CST link Human Dignity BV - Respect	AH	Celebration Assembly
9 <sup>th</sup> Sept Fairtrade fortnight starts CST - Distributive Justice	23 <sup>rd</sup> Sunday in Ordinary Time TS	KS1 - SK We are all special CST link Human Dignity BV - Respect	KS2	My Happy Mind	AH	House Group- Head Boy and Girl BV- Democracy

The Exaltation of the Holy Cross (14 <sup>th</sup> )				 Meet Your Brain		
16th Sept 21 <sup>st</sup> Sept International Day of Peace CST - Promoting Peace	24 <sup>th</sup> Sunday in Ordinary Time SK Feast day of St Matthew (21 <sup>st</sup> )	KS2 - BA 2. I can say one good thing about myself.	KS1	My Happy Mind  Meet Your Brain	AH	Celebration Assembly
23 <sup>rd</sup> Sept 21 <sup>st</sup> Sept International Day of Peace	25 <sup>th</sup> Sunday in Ordinary Time St Vincent de Paul 27 <sup>th</sup> -Mini Vinnies	KS1 - SM 2. I can say one good thing about myself.	KS2	My Happy Mind  Meet Your Brain	AH	Celebration Assembly
30 <sup>th</sup> Sept 4 October 2024: Harvest Family Fast Day	26 <sup>th</sup> Sunday in Ordinary Time Y6	KS2 - SP 3. I can say how I feel. CST Link - Solidarity - Showing we care - we recognise our own feelings in others	KS1	My Happy Mind	AH	Celebration Assembly

<p>4<sup>th</sup> Oct Feast of St Francis of Assisi</p>				 <p>Meet Your Brain</p>		
<p>7<sup>th</sup> Oct 7<sup>th</sup> Oct Our Lady of the Rosary 10<sup>th</sup> Oct World Mental Health Day 11<sup>th</sup> Oct Yom Kippur begins - BV Tolerance and Respect</p>	<p>Harvest Assembly TBC 27<sup>th</sup> Sunday in Ordinary Time</p>	<p>KS1 - SK 3. I can say how I feel. CST Link - Solidarity - Showing we care - we recognise our own feelings in others</p>	<p>KS2</p>	<p>My Happy Mind</p>  <p>Meet Your Brain</p>	<p>AH</p>	<p>Celebration Assembly</p>
<p>14<sup>th</sup> Oct 16<sup>th</sup> Oct World Food Day 17<sup>th</sup> Oct International Day for the Eradication of Poverty CST - Preferential</p>	<p>28<sup>h</sup> Sunday in Ordinary Time Y5</p>	<p>KS2 - TS 4. I can laugh and have fun CST link Human Dignity</p>	<p>KS1</p>	<p>My Happy Mind</p>  <p>Meet Your Brain</p>	<p>AH</p>	<p>Celebration Assembly</p>

<p>Option for the Poor</p> <p>St Luke - Feast Day (18<sup>th</sup>)</p>						
<p>21<sup>st</sup> Oct</p>	<p>29th Sunday in Ordinary Time Y4</p>	<p>KS2 - SM</p> <p>4. I can laugh and have fun</p> <p>CST link Human Dignity</p>	<p>KS2</p>	<p>My Happy Mind</p>  <p>myHappyMind.</p> <p>Meet Your Brain</p>	<p>AH</p>	<p>Celebration Assembly</p>

### Appendix 3:

Week Commencing	Tuesday Mass	Additional RE Activities
2 <sup>nd</sup> Sept 2024	X	
9 <sup>th</sup> Sept 2024	Year 6	Year 6 Start Faith in Action
16 <sup>th</sup> Sept 2024	X	
23 <sup>rd</sup> Sept 2024	Year 5	
30 <sup>th</sup> Sept 2024	X	Judaism topic Taught in Class Year 5 and 6 Trip to the Synagogue Year 3 and 4 Trip to the Synagogue
7 <sup>th</sup> Oct 2024	Year 4	Harvest Festival Harvest Assemblies
14 <sup>th</sup> Oct 2024	X	Year 2 Parent Class Worship
21 <sup>st</sup> Oct 2024	Year 3	

### Liturgy and RE activities Plan Autumn 2 2024

Date	Mass	Additional RE Activities
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4 <sup>th</sup> Nov 2024	X	
11 <sup>th</sup> Nov 2024	Year 2	Year 1 Parent Class Worship
18 <sup>th</sup> Nov 2024	X	RE Parent Craft Workshop
25 <sup>th</sup> Nov 2024	Year 1	Nativity Rehearsals Y3 Advent Wreath
2 <sup>nd</sup> Dec 2024	X	Nativity Rehearsals Y4 Advent Wreath
9 <sup>th</sup> Dec 2024	X	Nativity Y5 Advent Wreath
16 <sup>th</sup> Dec 2024	X	Y6 Advent Wreath

**Liturgy and RE activities Plan Spring 1 2025**

Date	Mass	Additional RE Activities
6 <sup>th</sup> Jan 2025	X	
13 <sup>th</sup> Jan 2025	Year 6	Reception Class Worship

20 <sup>nd</sup> Jan 2025	X	Year 4 Parent Class Worship
27 <sup>th</sup> Jan 2025	Year 5	
3 <sup>rd</sup> Feb 2025	X	Islam topic Taught in Class <b>Year 4, 5 and Year 6 Mosque Visit</b>
10 <sup>th</sup> Feb 2025	Year 4	Year 3 Parent Class Worship
17 <sup>th</sup> Feb 2025	X	

**Liturgy and RE activities Plan Spring 2 2025**

Date	Mass	Additional RE activities
3 <sup>rd</sup> Mar 2025	Year 3	
10 <sup>th</sup> Mar 2025	X	Start of Lent
17 <sup>th</sup> Mar 2025	Year 2	Year 5 Parent Class Worship
24 <sup>th</sup> Mar 2025	X	
31 <sup>st</sup> Mar 2025	Year 1	Sacrament of Reconciliation Year 6 and Year 5

7 <sup>th</sup> April 2025	X	Passion Play
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**Liturgy and RE activities Plan Summer 1 2025**

Date	Mass	Additional RE activities
28 <sup>th</sup> Apr 2025	X	
5 <sup>th</sup> May 2025	Nursery Visit	
12 <sup>th</sup> May 2025	X	
19 <sup>th</sup> May 2025	Reception Mass/ Visit	



**Liturgy and RE activities Plan Summer 2 2025**

Date	Mass	Additional RE Activities
2 <sup>nd</sup> June 2025	x	
9 <sup>th</sup> June 2025	KS1	
16 <sup>th</sup> June 2025	x	
23 <sup>rd</sup> June 2025	KS2	Final Faith in Action Piece of work
30 <sup>th</sup> June 2025	X	
7 <sup>th</sup> July 2025	X	Leavers Mass
14 <sup>th</sup> July 2025	Whole School Mass	Year 6 Leavers Parent Celebration of the Word