

# St. Ignatius Catholic Primary School

*'Achieving our best by learning together and serving one another'*



## Prayer and Liturgy Policy

Staff Member: Mrs R Vander Vloet / Mrs Murphy  
Review Period: Biennially  
Date policy accepted by the Governing Body: Summer 2025  
Date for review: Summer 2027

Signed by:

Headteacher: \_\_\_\_\_

Date: \_\_\_\_\_

Chair of Governors: \_\_\_\_\_

Date: \_\_\_\_\_

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## The context of this prayer and liturgy policy

‘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.’ (Marcus Stock (2012), Christ at the Centre, Catholic Truth Society, 23.)

### 1. Statement of requirement

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; 70 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.

Prayer and liturgy are not designated curriculum time. In the context of the Catholic school, this means that times of prayer and liturgy are not considered to be part of the allocation of curriculum time for Religious Education.

### 2. Responsibility

#### 2.1 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 (Rebecca Vander Vloet, 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.

## 2.2 Headteacher

The headteacher, 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.

## 2.3 Prayer and Liturgy Coordinator

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 headteacher 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.

### 3. Overview of prayer and liturgy provision

Worship and Prayer are an integral and important part of our school day at St Ignatius. A variety of styles are introduced such as formal prayer, personal prayer, quiet times, reflection, hymns, as well as through Masses, Services and Assemblies and Retreats. The children are taught all the traditional prayers of the Church through their years at school. We have a designated Prayer Garden, as well as worship areas around the school and designated Prayer focus areas in all classrooms. The prayer garden is currently under renovation and the plan is for some lessons to begin here.

Staff worship takes place every Monday morning. All staff meetings and Governor meetings in school begin with prayer. Pupils will attend one form of worship a day, either as a whole school, Key stage or class. We pray at least four times a day (Morning prayer, Grace before and after Lunch and End of the Day prayer). These can be found in classrooms and on the school website.

When do we gather?

We gather as a whole school every Monday for a Celebration of the Word, led by Mrs Murphy (Headteacher) or Mrs O Neill (Deputy Head).

KS2 gather on Tuesday mornings and KS1 gather on Thursday morning for a themed assembly that is linked to CST, protected characteristics and British values. These are mapped out for the year and form part of the PD plan. Each of these gatherings use the main aspects of worship with a gather, word, reflect and mission.

On Wednesday mornings, we gather together as a whole school for a hymn practise as well as learning mass responses. These are mapped out across the year on both our POP and PD plan.

Mass is celebrated at the start of the academic year and at the end of the school year. Each week, a class from years 2-6, attend the weekday mass on a Friday. In the Summer 2 term, reception classes attend.

The structure of Worship used throughout the school uses some of the following ideas: a Prayer focus table, the use of atmosphere (music, lighting, candles, statues or other icons, natural objects or stimuli, paintings and artwork), reflections and discussions (questioning, sharing personal experiences etc.), prayer song, silence.

Pupils take part in child-led worship once a week, using a range of resources. The worship is planned using the format of Gather, Word, Response to the word, Mission. The teacher or children will then gather the children's responses. Collective Worship is recorded in a class 'Collective Worship Floorbook'

### Parents

Parents and carers are invited to share in school worship whenever possible, including at least once per year when each class celebrates a class Collective Worship.

Parents are invited to join together with the school in October and May, to pray the rosary at the front of the school. Each class has a Travelling Rosary which is a bag of objects for each family to take home, have some reflection and prayer time.

We have a pupil chaplaincy group called The Liturgy Leaders, who lead and support on school worship and RE initiatives. They check weekly that the Bible in classes is the specific reading that is shared in the Celebration of the Word on the Monday.

### 5. Resourcing

Prayer and liturgy are central to the school's understanding of itself as a Catholic school, and this is reflected in the annual budget allocation and available resources, including staff time, chaplaincy provision, and dedicated spaces for prayer and liturgy. The Catholic character of the school is reflected in religious artefacts and images on display throughout the building. Dedicated spaces for prayer and liturgy will be furnished and maintained as such, and updated to reflect the Church's liturgical season.

Staff training and formation costs will be funded separately to ensure that all staff are able to fulfil their responsibility to contribute to the prayer and liturgical life of the school.

### 6. Training and formation

All new staff will be supported during induction and beyond, so that they fully understand the responsibility they carry within their individual role for leading prayer and liturgy in the school. Any individual training needs will be identified and addressed through training and formation. There will also be the opportunity for whole-staff professional development at least once a year, so that all staff understand the importance of prayer and liturgy and

relevant staff are well supported to lead as required.

#### 7. Monitoring and evaluation

Monitoring and evaluation of the quality and impact of prayer and liturgy will take place regularly, and at least annually, and involve all key stakeholders: pupils, parents, staff, clergy, and governors. Areas for development will be identified and issues raised will be actioned and evidenced as appropriate.

Yearly, the lead and a governor will complete a Catholic Life and Mission audit.

#### 8. Review

The policy will be reviewed as part of the regular cycle of policy review conducted by the governors.