



Prayer and Liturgy Policy
The Federation
of
St Edmund's and St Joseph's Catholic Primary Schools

To be reviewed in:

March 2027

Federation Mission Statement:

Learning Together in God's Love by
encouraging and supporting one another

1. 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.)

The policy recognises the challenges of ensuring the centrality of Prayer and Liturgy when less than half the children and majority of staff in our federation are not Catholics. It is intended to provide support and clarity to promote the celebration of Catholic liturgies and prayers.

2. 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; 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 (Collective Worship) 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.

3. Responsibility

(a) 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 (Executive Head, the Prayer and Liturgy Coordinator, Head of school, Assistant Head and RE leads)
- 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

- there is a designated governor with specific responsibility for Prayer and Liturgy who will meet with the responsible staff at least once a year to support evaluation of prayer and liturgy

(b) Headteacher and Senior Leaders

The Executive/ headteacher and senior Leaders, as the spiritual leaders 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.

(c) 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 e.g. RE ambassadors
- Resources to support the planning of prayer and liturgy are appropriate and readily available to staff and pupils e.g. Ten:Ten subscription
- induction on prayer and liturgy takes place for new members of staff as required and supported by the 'teaching in a Catholic school' handbook alongside the online training programme Diocesan Certificate in Catholic Studies
- 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 and evaluation 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 in particular St Edmund's King and Martyr and Our Lady's and St John the Evangelist
- liaison with the Diocesan Advisory Service and others is maintained to ensure they keep updated with best practice.

4. Overview of prayer and liturgy provision

Morning and afternoon prayer will be said daily in the classroom led by the class teacher or RE Ambassadors where appropriate. Grace will be said in class before children go to lunch.

Whole school prayer and liturgy will take place on Monday and Friday led by a senior member of staff. Monday's gathering will include the reading of the Sunday Gospel or other reading linked to the liturgical year. Friday's gathering will reflect the liturgical theme and celebrate achievements of the week for individuals and groups.

Mass will be celebrated in school at the beginning and end of term. Other Masses will be arranged to reflect the liturgical year and school events e.g. Feast Day, First Holy Communion, Holy Days. Children in key stage 2 will attend Mass in the parish church on rotation.

At St. Joseph's school the Key Stage 2 RE ambassadors take the lead in preparing the altar, reading liturgy and bidding prayers at Masses.

At St Edmund's school each year group has a particular responsibility for preparing a whole school Mass.

Year 2	Altar preparation
Year 3	Offertory
Year 4	Bidding prayers
Year 5	Welcome and Thank You
Year 6	Readings and Servers

Reconciliation will be celebrated in Advent and Lent. (see termly plan for details)

Opportunities for prayer are offered during the daily prayers in class and assembly. In October and May, the RE Ambassadors lead the praying of The Rosary.

Parents will be invited to participate in Masses and Liturgical celebrations throughout the year.

Families will be supported in Prayer and Liturgy by the RE newsletter and Ten:Ten parent materials.

Families will be encouraged to share in the Advent journey through the Posadas for each year group and in Lent through fundraising activities.

The table identifies the prayer to be taught according to phase.

It is expected that previously taught prayers will be used as the children progress through school. Details can be found in section 9.5 of the Prayer and Liturgy Directory.

Age Phase	Eyrs & KS 1	Lower KS 2	Upper KS 2
Prayers	Sign of the cross* Our Lord's Prayer* Hail Mary Glory be* Grace (sung & signed) School Morning Prayer School Evening prayer	Apostle's Creed Act of Contrition Angel of God Come Holy Spirit Prayer of St Richard of Chichester The Rosary *Taught in French	Morning offering The Magnificat Hail Holy Queen The Memorare Eternal Rest Act of Faith Act of Hope Act of Love

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.

The Federation subscribes to Ten:Ten resources to support the celebration of prayer and liturgy within the schools and professional development opportunities for staff.

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 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.

RE ambassadors will be supported to reflect on the feedback from peers and adults following their leadership of prayer and liturgy.

8. Review

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