

Prayer and Liturgy Policy

St Mary's Horsforth Catholic Voluntary Academy



"Happy together in God's family,
we love, grow and learn."

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Our Mission Statement

Happy together in God's family, we love, grow and learn.

Happy together in God's family because we enjoy life and are working together with family, friends, staff and the parish to make St Mary's the best place to learn and grow into responsible people. Jesus said, "whoever does what my Father in heaven wants him to do is my brother, my sister and my mother." (Matthew 12:47-48)

We **grow** physically, in our faith, in our attitudes and relationships and in our understanding. We want to make the most of all our God given talents. Mary, at her Annunciation, models faith for us. Mary said, "I am the Lord's servant." (Luke 1:38-39)

We **love** because we care for each other, we are gentle and help each other, we respect each other, we forgive each other and work for the common good of all. "Love never gives up; and its faith, hope and patience never fail. Love is eternal" (Corinthians 13:7-9)

We **learn** about ourselves, relationships, and our faith, We learn the skills and knowledge that we will need to take a full and active part in our community. St Paul's letter to the Philippians (4:9-10) "Put into practice what you learnt and received from me, both from my words and from my actions. And the God who gives us peace will be with you."

St Mary's Catholic Voluntary Academy **Prayer and Liturgy Policy**

1. Introduction, context and statement of requirement

The purpose of this policy is to provide a framework through which the school expresses its prayer and liturgical life. The governors recognise their responsibility to nurture and support the prayer and liturgical life of the children and the school community.

We recognise that young children have a natural aptitude for prayer and liturgy. They are open to God. They respond in joy, wonder, anger, disappointment and elation to the world around them. The prayer and liturgical life of the school will be celebrated collectively as well as individually, silently as well as in words, joyfully as well as solemnly.

We endorse the belief that prayer and liturgy take 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 or experience to which all can contribute and from which all can gain.

“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.

Statement of requirement

The law requires all maintained Catholic schools to provide an act of daily collective worship (prayer and liturgy) for all pupils (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)).

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.

Aims

We believe that Prayer and Celebrations of the Word in our school aim to provide opportunities for all pupils and staff:

- To develop a personal relationship with God the Father, Son and Holy Spirit
- 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 which are part of the Catholic tradition (Appendix 1 contains the list prayers to be taught from Foundation to Y6)
- To reinforce positive attitudes
- To participate fully
- To take time out to 'wonder at', 'to come to terms with' and 'to give worth to.'

2. Principles

All Acts of Prayer and Liturgy in this school will:

- Give glory and honour to God
- Be a quality activity, fundamental to the life of the school and its Catholic character and in

line with guidance for the Celebration of Masses

- Give children positive liturgical experiences, appropriate to their age, aptitude and family backgrounds in order to prepare them for the liturgical life of the Church.

3. Prayer and Celebrations of the Word

Prayer is the 'lifting up of the heart and mind to God' which means it involves our whole person. As the time allotted prayer lengthens and the number of people involved grows, there is a corresponding need for more formal structures which give way to Celebrations of the Word. Celebrations of the Word are created by the school community and not taken directly from liturgical books of the Church. Celebrations of the Word may draw on elements of the liturgy (texts, symbols, gestures) which help to reinforce their Catholic nature, but they can be used with greater creative freedom than the liturgy itself. These celebrations can take many forms but the common element is the proclamation of Scripture - the Word of God.

4. Liturgy

The most familiar form of the liturgy celebrated in school are the Mass and the Sacrament of Reconciliation. A set structure is to be followed with certain words spoken, gestures to be performed and symbols to be used as stated in the Roman Missal and the Lectionary.

5. Different types of Prayer and Liturgy

There are many different types of Prayer and Liturgy which children will experience:

- Private Prayer – to pray alone. This is very important as it is a time when we can personally connect with God.
- Public Prayer – to pray with others. This is when more than one person participates in prayer together.
- Meditation – this could be based on a scripture passage, on art or music, or on a word/phrase.
- Traditional set prayers – these will include prayers of intercession to Mary, to saints and to angels
- Speaking to God – through own "made up" composed prayers by the children and as ongoing/momentary conversation/speaking to God
- Celebrations of the Word - Gather, Word, Respond and Send
- Singing Liturgies
- Use of the Prayer Garden
- Procession (May Procession)
- Services of Reconciliation
- The Celebration of Mass
- Sacramental Celebrations - First Reconciliation, First Holy Communion and Confirmation

6. Overview of prayer and liturgy provision

CELEBRATIONS OF THE WORD

Celebrations of the Word are planned:

- Following a structure (Gather, Word, Respond & Send) with reference to the Church's seasons, significant dates (e.g. Feast days), Virtues and the curriculum. Scripture will be the focus 'word' in all Celebrations of the Word.
- Involving consultation with appropriate parties and reference to school aims and policies.
- With flexibility to respond to changing situations within the school and the wider community.
- To develop in pupils skills that enable them to prepare, organise and lead Celebrations of the Word rather than always participating or contributing in a token way.

Celebrations of the Word at St Mary's:

- **Monday:** Whole School Celebration of the Word 9:05 – 9:20am
This Celebration of the Word explores the Gospel from Sunday (previous day).
- **Tuesday:** Class based Celebration of the Word at a time to suit teachers.
This Celebration of the Word explores the current virtue using the Virtues to Live By planning documents.
- Key Stage Singing Liturgy:
 - KS2 – Monday 9.30-10am (led by KS2 class teachers)
 - FS/KS1 – Thursday 9-9.30am (led by FS/KS1 class teachers)
- **Wednesday:** Key Stage Celebration of the Word:
 - KS2 – 9.05am (led by KS2 class teachers in hall)
 - FS/KS1 – 9.05am (led by FS/KS1 class teachers in KS1 area)
- **Thursday:** Class based child led Celebration of the Word at a time to suit teachers.
Class Celebration of the Word is taken from Pray Together or is child-planned with a theme of their choice.
- **Friday:** Mark 10 Mission Celebration of the Word in class at a time to suit teachers.
- In addition to the above, each class produce and share two class assemblies each year. At these, themed work is shared and celebrated with the whole school community including parents, and also include an element of Celebrations of the Word so that parents can pray alongside the whole school.

NB – themes for Celebrations of the Word are set out above, but when there is a feast day, this will be included in the Celebration of the Word.

Progression in Celebration of the Word

Pupil leadership in Celebration of the Word will increase as the child progresses through the school. Within class and key stage celebrations, we follow a staged progression to ensure pupils gain confidence in leading and contributing to Celebrations of the Word in an age appropriate way. Please see our Celebration of the Word Child-led progression document for more information.

Recording Celebrations of the Word

Celebrations of the Word may be recorded in the following ways:

- On a PowerPoint (master slides are made available to support the effective planning of the 4-part Celebration of the Word and to allow for consistency throughout school)
- On a liturgy planner to keep note of the themes, leaders, pupil groupings and resources
- Through displays, collections of pupils' contributions, prayers, reflections, photographs, X page, school website, children's prayer journals etc.

ANNUAL LITURGICAL PLAN OF PROVISION

A plan of liturgical provision is produced each year in consultation with the Parish Priest. This outlines all liturgical celebrations that will take place during the year both in school and in Church. This includes any Sunday Masses animated by the school, plans for Holy Days of Obligation, school Masses to mark the starts and ends of the school year and all plans for Sacramental Preparation.

7. 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.

Liturgical Celebration of the Word resource boxes are available in each classroom (Advent, Lent, Easter, Ordinary time).

8. 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.

9. Responsibility

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.

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.

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.

10. Equal Opportunities

A policy for equal opportunities exists and is followed in the school. All children will be given the same opportunity to take part in the prayer life of the school.

11. Parental Engagement

A copy of all the prayers to be taught in school will be made available to all parents (on paper request and through the school website) so that they can reinforce the use of these prayers at home.

12. 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.

PRAYER POLICY – APPENDIX 1

PRAYERS TO BE TAUGHT IN SCHOOL

Morning:
O my God, I give to
you, all I say or
think or do,
All my work and all
my play, I will give
to God today.
Amen

KS1 Lunchtime:
Bless us O God as
we sit together.
Bless the food we
eat today. Bless
the hands that
make the food.
Bless us O God.
Amen

KS2 Lunchtime:
In this world of
plenty,
Where so many
starve,
We thank you Lord,
for the food we eat
today, and every
day.
Amen

End of day:
God my Father, I
come to say thank
you for your love
today. Thank you
for my family, and
all the friends you
give to me. Guard
me in the dark of
night and in the
morning send your
light.
Amen

Foundation Stage

- The Sign of the Cross
- Morning and end of day prayer (start and end of school day)
- The Lord's Prayer
- Lunchtime prayer
- Simple sung/said Mass responses – *And with your spirit, Lord have mercy,*

The Lord's Prayer

Our Father who art in heaven, hallowed be thy name.
Thy kingdom come,
Thy will be done on earth, as it is in heaven.
Give us this day our daily bread,
and forgive us our trespasses,
as we forgive those who trespass against us,
and lead us not into temptation,
but deliver us from evil.
Amen

Year 1

- *Reinforce all prayers from Foundation*
- The Hail Mary
- The Glory be
- Mass responses – *Lamb of God*

Hail Mary	Glory Be	Lamb of God
Hail Mary, full of grace The Lord is with you Blessed art thou amongst women And blessed in the fruit of your womb, Jesus. Holy Mary, Mother of God, Pray for us sinners now and at the hour of our death. Amen.	Glory be to the Father, and to the Son, and to the Holy Spirit, as it was in the beginning, is now, and ever shall be, world without end. Amen.	Lamb of God, you take away the sins of the world: have mercy on us. Lamb of God, you take away the sins of the world: have mercy on us.

		Lamb of God, you take away the sins of the world: grant us peace.
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Year 2

- Reinforce all prayers already introduced
- Grace before meals
- Grace after meals
- Mass responses- *Eucharistic prayer*

Grace before meals	Eucharistic prayer
Bless us, O Lord, and these your gifts which we are about to receive from your bounty. Through Christ our Lord. Amen.	Priest: The Lord be with you. R: And with your Spirit. Priest: Lift up your hearts. R: We lift them up to the Lord. Priest: Let us give thanks to the Lord our God. R: It is right and just. Holy, holy, holy Lord, God of power and might, heaven and earth are full of your glory, Hosanna in the highest. Blessed is he who comes in the name of the Lord. Hosanna in the highest Priest: Let us proclaim the mystery of faith: R: Christ has died, Christ is risen, Christ will come again.
Grace after meals	
We give you thanks, Almighty God, for all your benefits, who live and reign, world without end. Amen.	

Year 3

- Reinforce all prayers previously taught
- All Mass responses
- The Apostles' Creed
- An Act of Contrition
- The Teaspoon Prayer
- Angel of God

Apostles' Creed	Act of Contrition	Angel of God
I believe in God, the Father almighty, Creator of heaven and earth, and in Jesus Christ, his only Son, our Lord, who was conceived by the Holy Spirit, born of the Virgin Mary, suffered under Pontius Pilate, was crucified, died and was buried;	O my God, because you are so good, I am very sorry that I have sinned against you, and with the help of your grace I will not sin again. The Teaspoon Prayer (tsp)	Angel of God, my guardian dear, To whom God's love commits me here, Ever this day, Be at my side to light, To guard, to rule and guide. Amen.

he descended into hell; on the third day he rose again from the dead; he ascended into heaven, and is seated at the right hand of God the Father almighty; from there he will come to judge the living and the dead. I believe in the Holy Spirit, the holy Catholic Church, the communion of saints, the forgiveness of sins, the resurrection of the body, and life everlasting. Amen.	This is a prayer that the children create themselves which includes a thank you (t), a sorry (s) and a please (p).	
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Year 4

- Reinforce and use all the prayers previously taught
- Come, Holy Spirit
- The Prayer of St Richard of Chichester

Come, Holy Spirit	The Prayer of St Richard of Chichester
V. Come, Holy Spirit, fill the hearts of your faithful. R. And kindle in them the fire of your love. V. Send forth your Spirit and they shall be created. R. And you will renew the face of the earth. Let us pray O God, who by the light of the Holy Spirit, did instruct the hearts of your faithful, grant that by that same Holy Spirit, we may be truly wise, and ever rejoice in your consolation, Through Christ our Lord. Amen.	Thanks be to you, my Lord Jesus Christ, for all the benefits which you have given me, for all the pains and insults which you have borne for me. O most merciful Redeemer, friend and brother, may I know you more clearly, love you more dearly, and follow you more nearly, day by day. Amen.

Year 5

- Reinforce and use all the prayers previously taught
- Morning Offering
- The Rosary
- Act of Faith
- Act of Hope
- Act of Love

Morning offering	The Rosary	Act of Faith
O Jesus,	For each mystery or decade, one Our Father, ten Hail	My God, I believe in you

through the most pure heart of Mary, I offer you all my prayers, thoughts, works and sufferings of this day for all the intentions of your most Sacred heart.	Marys and the Glory be is recited. The Joyful Mysteries (Recited Monday and Saturday) The Annunciation (Luke 1:26–38) The Visitation (Luke 1:39–45) The Nativity (Luke 2:1–7) The Presentation in the Temple (Luke 2:22–35) The Finding in the Temple (Luke 2:41–52). The Mysteries of Light (Recited Thursday) The Baptism of Jesus (Matthew 3:13–17) The Wedding Feast of Cana (John 2:1–12) The Proclamation of the Kingdom, with the call to Conversion (Mark 1:14–15; 2:3–12) The Transfiguration (Luke 9:28–36) The Institution of the Eucharist (Matthew 26:26– 29) The Sorrowful Mysteries (Recited Tuesday and Friday) The Agony in the Garden (Mark 14:32–42) The Scourging at the Pillar (Matthew 27:15–26) The Crowning with Thorns (Matthew 27:27–31) The Carrying of the Cross (John 19:15–17; Luke 23:27– 32) The Crucifixion (Luke 23:33– 38, 44–46) The Glorious Mysteries (Recited Wednesday and Sunday) The Resurrection (Matthew 28:1–8) The Ascension (Acts 1:6–11) The Descent of the Holy Spirit (Acts 2:1–12)	and all that your Church teaches, because you have said it, and your word is true. Act of Hope My God, I hope in you, for grace and for glory, because of your promises, your mercy and your power. Act of Love My God, because you are so good, I love you with all my heart, and for your sake, I love your neighbour as myself.
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	The Assumption (1 Thessalonians 4:13–19) The Coronation of Mary Queen of Heaven and Earth (Revelation 12:1; 14:1–5; Isaiah 6:1–3)	
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Year 6

- Reinforce and regularly use all of the prayers previously taught
- Litany of the Saints
- The Magnificat
- The Memorare

Litany of the Saints	The Magnificat	The Memorare
Lord, have mercy Lord, have mercy Christ, have mercy Christ, have mercy Lord, have mercy Lord, have mercy Holy Mary, Mother of God- Pray for us (repeat at end of each phrase) Saint Michael Holy angels of God Saint John the Baptist Saint Joseph Saint Peter and Paul Saint Andrew Saint John Saint Mary Magdalene Saint Stephen Saint Ignatius of Antioch Saint Lawrence Saint Perpetua and Saint Felicity Saint Agnes Saint Gregory Saint Augustine Saint Athanasius Saint Basil Saint Martin Saint Benedict Saint Francis and Saint Dominic Saint Francis Xavier Saint John Vianney Saint Catherine Saint Teresa of Jesus	My soul magnifies the Lord And my spirit rejoices in God my Saviour; Because He has regarded the lowliness of His handmaid; For behold, henceforth all generations shall call me blessed; Because He who is mighty has done great things for me, and holy is His name; And His mercy is from generation to generation on those who fear Him. He has shown might with His arm, He has scattered the proud in the conceit of their heart. He has put down the mighty from their thrones, and has exalted the lowly. He has filled the hungry with good things, and the rich He has sent away empty. He has given help to Israel, his servant, mindful of His mercy Even as he spoke to our fathers, to Abraham and to his posterity forever.	Remember, most loving Virgin Mary Never was it heard that anyone who turned to you for help was left unaided. Inspired by this confidence, though burdened by my sins, I run to you for protection for you are my mother. Amen.

(other names of saints may be added.) All holy men and women		
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