



# Prayer and Liturgy Policy

Responsibility - SLT  
Last review: Autumn 2024  
Next Review: Autumn 2026

## **Mission Statement**

At St Peter's Catholic School, our purpose is to be Christ to All. We nurture independent, resilient, inquisitive and motivated lifelong learners. By being compassionate and generous in spirit, we aim to be a community whose every member feels uniquely valued. We strive to enable all to be courageous individuals, having the integrity and the spiritual strength to make a positive difference in the world.

### **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.)

### **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)). 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.

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.

### **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 (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.

#### **(b) 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.

**(c) Prayer and Liturgy Coordinator**

Those responsible for prayer and liturgy, namely the school chaplain, 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.

**4. Overview of prayer and liturgy provision**

**(a) Holy Mass**

- (i) Mass will be celebrated every Friday during term-time in the school Chapel, except for when there is a Whole School Assembly or staff INSET. Tutor groups will be scheduled to lead ministries and practical preparations.
- (ii) A welcome Mass will be celebrated for every year group or Key Stage in the Autumn and Spring terms.
- (iii) “Feast Day” Mass for the whole school will be celebrated on the Friday closest to the Solemnity of Ss Peter and Paul.

(iv) Each Year 7 tutor group will prepare and celebrate a “Narrated” Mass in the Spring Term.

(v) A leavers’ Mass is celebrated for years 11 and 13 in the summer term.

**(b) Daily Prayer**

(i) Tutor time begins every day with prayer using the resources supplied by Chaplaincy, except when there is a year group assembly or Celebration of the Word.

(ii) A programme of prayer enrichment that exposes pupils to a wide variety of prayer traditions will be accessible to all pupils, primarily through the scheduling of tutor group Chapel sessions. Further voluntary opportunities will be provided outside of lesson time.

**(c) Celebration of the Word**

Year group assemblies take place every week termed as “Celebration of the Word”, due to their liturgical format and focus on the Gospel. The Head of Year leads a non-liturgical year group assembly when a Whole School Assembly is scheduled for the same week, which nonetheless includes elements of prayer and reflection.

Monday: Year 12 and 13

Tuesday: Year 7 and 8

Wednesday: Year 9

Thursday: Year 10 and 11

**(d) Whole School Assembly**

A Whole School Assembly is held on the first Friday after returning from school holidays. This centres on the Gospel, but with a more flexible format than a Celebration of the Word.

**(e) Sacrament of Reconciliation**

The Sacrament of Reconciliation is facilitated in Advent and Lent for all pupils. This will be preceded by a para-liturgy or Catechesis that includes examination of conscience.

**(f) Holy Days of Obligation**

Holy Days of Obligation are marked whenever possible with a celebration of Mass.

(i) When a priest can be secured, Mass in school is prioritised for Years 7 and 8.

(ii) If occurring on a Friday, the weekly Mass is held in a larger venue to accommodate increased attendance.

(iii) All pupils are given the option to attend a Parish Mass at St Joseph’s or St Pius X Church accompanied by school staff.

(iv) Special “Liturgy of the Word” slide sets are produced for tutor time prayer, for classes to conduct their own liturgy.

(v) When a Holy Day lands on a Year Group’s normal assembly day, a special Liturgy of the Word is celebrated.

(vi) While not a Holy Day of Obligation, a Liturgy of the Word with distribution of ashes is celebrated for each year group on Ash Wednesday when it occurs within term-time.

**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 buildings. The Chapel is 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 involving pupils, staff and governors. Parents will be consulted at least annually. Areas for development will be identified and issues raised will be actioned and evidenced as appropriate. All staff monitoring of collective worship will be completed using the Collective Worship Monitoring Form, available around the school by QR code.

### **(a) Student Action and Leadership Team**

SALT gathers feedback from their peers within their year group to collate at half-termly meetings and present to leaders.

### **(b) Leaders**

(i) Heads of Year and Assistant Heads of Year, supported by their line-managing member of the Senior Leadership Team, will be responsible for monitoring each tutor group's daily prayer at least once per half-term.

(ii) The Senior Leadership Team will be responsible for monitoring Celebrations of the Word. When a member of the SLT is leading, the Head Teacher or Chaplain will complete the form.

(c) All staff may contribute to the monitoring of collective worship and will be invited to complete a form following participation in any Masses, para-liturgies or prayer.

(d) All pupils may be invited to complete an "impact slip" when participating in Collective Worship.

## **8. Review**

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