

St. Bernadette's Catholic Primary School



Learn, Live, Believe

PRAYER AND LITURGY POLICY

Approved by Governors	31st Nov 2023
Written	19th Oct 2023
To be reviewed	Oct 2025



Article 28: Right to Education

Every child has the right to an education. Primary education must be free and different forms of secondary education must be available to every child. Discipline in schools must respect children's dignity and their rights. Richer countries must help poorer countries achieve this.



St Bernadette's Catholic Primary School Prayer and Liturgy Policy



Mission Statement and Vision

ST BERNADETTE'S MISSION STATEMENT

The School's Mission statement underpins all the values held at St Bernadette's:

We are a Christ centred community, reaching out to others.

We learn, grow and celebrate together.

We bring our faith to life.

ST BERNADETTE'S VISION STATEMENT

St Bernadette's is a Christ centred community, valuing every one of our children and giving them the opportunity to thrive and be successful in their lives. We aim to develop children who are well rounded individuals, equipped with life-long skills to be the best that they can be, contributing to their families, the church and the wider community.

We want every child to know that they have their own purpose in life and to develop into resilient, ethical and faith filled young people who respect themselves and others, and are joyful and celebrate together.

Context of Prayer and Liturgy Policy

Prayer and liturgy in St Bernadette's celebrates 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 a 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.'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 (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)

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)).

¹ Christ at the Centre Rev Marcus Stock, 2012 Christ at the Centre, Catholic Truth Society, 23.

The school's provision for prayer and liturgy fulfils 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 St Bernadette's, this means that times of prayer and liturgy are not considered to be part of the allocation of curriculum time for Religious Education.

The Place of Prayer and Liturgy in the Life of St Bernadette's Catholic Primary School

Prayer and liturgy is an integral part of school life and central to the Catholic tradition. Prayer and liturgy at St Bernadette's 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.

The Aims of Prayer and Liturgy

Prayer and liturgy at St Bernadette'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, consciously and actively
- To take time out 'to wonder at', 'to come to terms with' and 'to give worth to.'

Principles

All acts of prayer in St Bernadette'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.² Celebrations will be appropriate to the age and groupings of the children.

² Directory for Masses with Children, paragraph 9.

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
- the prayer and liturgy budget 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.
- there is collaboration with local clergy and parish

(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
- 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 Archdiocese Advisory Service and others is maintained to ensure they keep updated with best practice.

Prayer and Liturgy Provision

Prayer and liturgy is planned following a structure with reference to the Liturgical Year, Religious Education Directory, feast days, the curriculum and significant dates e.g. CAFOD Family Fast Day, Holocaust Memorial Day.

All staff and pupils have the opportunity to plan and deliver prayer and liturgy at St Bernadettes.

Parish and parents are invited to participate in many celebrations.

A variety of prayer styles will be used appropriate to the age of the children and the occasion.

Organisation of Prayer and Liturgy *

	Type	Involved	Frequency	Location	Led by ...
A	Gospel Assembly	Whole School	Every Wednesday	Hall	Headteacher
	Welsh Praise/BSL Assembly	Whole School	Every Tuesday	Hall	LLC Team
B	Morning Prayers	All Classes	Daily 9am	In Class	Teacher/ Pupil
C	Grace Before and After Meals	All Classes	Daily before and after lunch	In Class	Teacher/ Pupil
D	Christian Meditation	Rec – Y6	Daily after lunch	In Class/ Outdoors	Teacher
E	Evening Prayers	All Classes	Daily End of Day	In Class	Teacher/ Pupil
F	Examen	All classes	At least 3 times per week at the end of the day	In Class	Teacher/ Pupil
G	Gweddiwn – Child planned and led celebration of the word	Rec-Y2 Y3 - Y6	Fortnightly Weekly	Indoors/ Outdoors	Pupil
H	Class Prayer and Liturgy	All classes	Weekly	Indoors/ Outdoors	Teacher <i>e.g. Mark Ten Mission</i>
I	Class Assembly Theme RE Curric/ Liturgical year	Rec –Y6	As per timetable (1 per year)	Hall	Class
J	Age Phase Prayer Services	Rec-Y6	As per timetable	Hall	2 Year groups
K	School Masses	All Classes	As per timetable (6 per year)	Hall/ Church	Parish Priest RE Team
L	School Staff Mass	All staff	Annually	TBA	Archdiocese
M	School Parish Mass	All Staff	Termly	Church	Parish Priest RE Team
N	Stations of the Cross	Rec –Y2 Y3-Y6	Annually Lent towards Holy Week	Hall Church	Parish Priest RE Team Teachers
O	Reconciliation	Y3 –Y6	Advent and Lent	School	Parish Priest

					RE Team
P	Kett Sessions	All Classes	Half Termly	Class/ Hall	Teacher
Q	Godly Play	Nurs – Y2	Half Termly	Class/ Hall	Teacher
R	Playground Prayers	Rec –Y6	Half Termly	Outdoors	Mini Vinnies Prayer Action group
S	Rosary				

**Please also refer to appendix 4 'Structure of Prayer and Liturgy'*

**Yearly Timetable of Prayer and Liturgy in appendix 5*

St Bernadette's Pupil Profile Prayer Liturgy

Term	Virtues (2023-2024)	Special Dedications and Wider Themes
Autumn 1	Grateful and Generous	Start of the School Year Education Sunday Family Fast Day Harvest St Francis of Assisi (4 th October) Month of the Rosary (October) Black History Month (October)
Autumn 2	Attentive and Discerning	All Saints and All Souls (1 st & 2 nd November) Remembrance Sunday Universal Children's Day Advent Christmas
Spring 1	Compassionate and Loving	Epiphany (6 th January) Baptism of the Lord (1 st Sunday OT) World Peace Day (2 nd Sunday OT) Holocaust Memorial Day (27 th Jan) Feast of Our Lady of Lourdes (11 th Feb)
Spring 2	Faith Filled and Hopeful	Lent St David's Day (1 st March) Mothers Day St Patrick's Day (17 th March) Holy week
Summer 1	Eloquent and Truthful	Season of Easter St Bernadette's Feast Day (16 th April) May the Month of Mary Pentecost Ascension
Summer 2	Learned and Wise	Trinity Sunday (1 st Sunday after Pentecost) Feast of Corpus Christi (60 days after Easter) Feast of SS Peter and Paul (29 th June) End of the School Year Year 6 Leavers

Common Prayers introduced at St Bernadette’s

Age Phase	5 – 7	7 - 9	9 - 11
Prayers	<ul style="list-style-type: none"> • The Sign of the Cross • The Lord’s Prayer • Hail Mary • Glory be • Grace before meals • Grace after meals 	<ul style="list-style-type: none"> • The Apostles’ Creed • An Act of Contrition • Angel of God • Come, Holy Spirit • Eternal Rest • The Prayer of St Richard of Chichester 	<ul style="list-style-type: none"> • Morning Offering • The Rosary • The Magnificat • Act of Faith • Act of Hope • Act of Love

See Appendix 2

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 are 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.

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.

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.

Review

The policy will be reviewed as part of the regular cycle of policy review conducted by Prayer and Liturgy Coordinator, whole staff, pupils and governors.

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

Appendix 2 Common Prayers

The Catechism of the Catholic Church defines prayer as “the encounter of God’s thirst with ours. God thirsts that we may thirst for God”. (n.2560)

Pupils will not only learn the common prayers of the Catholic Church but will be helped to appreciate how each text draws them into a relationship with Jesus, so that these prayers become the foundation of their prayer life

The prayers and responses of the Mass will be familiar to the pupils at St Bernadette’s and although they will not be able to remember them individually they will recite them together with confidence.

St Bernadette’s has its own school prayer which is said together.

Foundation Phase				
Year Group	Nursery	Reception	Year 1	Year 2
Prayers	Sign of the cross	<i>From year before and</i>	<i>From year before and</i>	<i>From year before and</i>
	Morning Prayer	Grace before and after meals	Hail Mary	Our Father
	Evening Prayer	Glory Be		Praying the Rosary (simply)

Key Stage 2				
Year Group	Year 3	Year 4	Year 5	Year 6
Prayers	<i>From year before and</i>	<i>From year before and</i>	<i>From year before and</i>	<i>From year before and</i>
	Act of Sorrow	Angel of God	The Apostles Creed	The Magnificat
	Eternal Rest	The Prayer of St Richard of Chichester	Prayer concluding the Rosary	Act of Faith Act of Hope Act of Love

Appendix 4

Structure of Prayer and Liturgy

The Catholic tradition encompasses many different forms of prayer and liturgy. These range from times of reflective prayer and devotion to services built around the scriptures, to the celebration of Mass. These forms of prayer and liturgy are a rich resource for schools, and by virtue of their breadth they provide flexible models which can be adapted to fit different needs and occasions.

The fundamental structure that recurs across prayer and liturgy is one of call and response: God speaks to his people in his word (the scriptures), and they respond. Their response may take many different forms: it could be praise, thanksgiving, or acknowledgement of the need to change. However, the basic pattern holds; it is God who takes the initiative and who speaks, and we who listen and respond.

This creates a four part structure which can be expressed as:

- Gather
- Word or listen
- Response
- Send

This four-part pattern is very flexible. Each part can be simple or elaborate. To gather, we might just light a candle and be silent, or make the sign of the cross, or our gathering might be the Introductory Rites at Mass. For celebrations of the word, the context of the celebration may therefore affect the relative weight of the different parts. A leaving celebration, for example, may extend the dimension of sending.

Appendix 5



St Bernadette's Masses, Prayer and Liturgy: 2023-2024

Masses will be celebrated with Fr Laurence our Parish Priest

Date	Time	Celebration Masses and Assemblies led by Parish Priest
21.09.23	9.15am	Welcome Mass (led by whole School) in school (international Day of Peace)
09.11.23	9.15am	All Saints of Wales Mass – in school
22.02.24	9.15am	Penitential Service and Yr 3-6 – Reconciliation – in school
TBA with Deacon Steve	10am	KS2 – Stations of the Cross-Prayer Service – Led by Deacon Steve in St. Philip Evans Church
16.04.24	9.15am	Mass for the feast of St Bernadette (led by whole School)
09.05.24	10am	'The Ascension' Mass - KS2 at St. Philip Evans Church
16.07.24	6pm	Leavers Mass – in school

Class Assemblies

Date	Time	Year Group and Focus
11.10.23	9.15am	Y6 'Common Good'
07.02.24	9.15am	Y5 'Mission'
28.02.24	9.15am	Y4 'Community'
16.05.23	9.15am	Y1 'Pentecost'
24.05.24	9.15am	Y3 'Listening and Sharing'
06.06.24	9.15am	Reception 'Friends'
26.06.24	9.15am	Y2 'Treasures'

Prayer Services

Date	Time	Year Group and Focus
04.10.23	9.15am	Y3 & Y4 Harvest Prayer Service
06.12.23	9.15am	Y5 & Y6 Advent Prayer Service
24.01.24	9.15am	Y1 & Y2 Special people - Prayer Service
01.05.24	9.15am	Reception - Our Lady Prayer Service

Christmas

Date	Time	Year Group and Focus
11.12.23	9.30am	Y1 & Y2 Christmas Concert
06.12.23	10am (am) 2pm (pm)	Nursery Christmas Concert
13.12.23	9.30am	Reception Nativity
15.12.23	2.15pm	Y3 & Y4 Christmas Carol Concert

Holy Week

Date	Time	Year Group and Focus
19.03.24	9.15am	Reception, Y1 & Y2 Palm Sunday
21.03.24	9.15am	Y3 & Y4 Maundy Thursday
22.03.24	9.15am	Y5 & Y6 The Crucifixion
09.04.24	9.15am	Y5 & Y6 The Resurrection

	Tuesday	Monday	Wednesday	Thursday	Wednesday FP Friday KS2
Date	Cymraeg Liturgy/ BSL Liturgy	Foundation Phase Liturgy	Whole School Collective Worship	KS2 Liturgy	Music Liturgy
4/9/23	Mrs Nicholson	Criw Cymraeg Mrs Godsall	Mrs Williams	Mrs Heathfield	Mrs Husband
11/9/23	Mrs McFarland	Criw Cymraeg Mrs Godsall	Mrs Williams	Mrs Jones	Mrs Husband
18/9/23	Mrs Dendle	Criw Cymraeg Mrs Godsall	Mrs Williams	Mrs Whitehurst	Mrs Husband
25/9/23	Mrs Nicholson	BSL Mrs Ashworth	Mrs Williams	Mr Newman	Mrs Husband
2/10/23	Mrs McFarland	Criw Cymraeg Mrs Godsall	Mrs Williams	Mrs Heathfield	Mrs Husband
9/10/23	Mrs Dendle	Criw Cymraeg Mrs Godsall	Mrs Williams	Mrs Jones	Mrs Husband
16/10/23	Mrs Nicholson	BSL Mrs Ashworth	Mrs Williams	Mrs Whitehurst	Mrs Husband
23/10/23	Mrs McFarland	Criw Cymraeg Mrs Godsall	Mrs Williams	Mr Newman	Mrs Husband
Half Term					
6/11/23	Mrs Dendle	Criw Cymraeg Mrs Godsall	Mrs Williams	Mrs Heathfield	Mrs Husband
13/11/23	Mrs Nicholson	Criw Cymraeg Mrs Godsall	Mrs Williams	Mrs Jones	Mrs Husband
20/11/23	Mrs McFarland	BSL Mrs Ashworth	Mrs Williams	Mrs Whitehurst	Mrs Husband
27/11/23	Mrs Dendle	Criw Cymraeg Mrs Godsall	Mrs Williams	Mr Newman	Mrs Husband
4/12/23	Mrs Nicholson	Criw Cymraeg Mrs Godsall	Mrs Williams	Mrs Heathfield	Mrs Husband
11/12/23	Mrs McFarland	Criw Cymraeg Mrs Godsall	Mrs Williams	Mrs Jones	Mrs Husband
18/12/23	Mrs Dendle	BSL Mrs Ashworth	Mrs Williams	Mrs Whitehurst	Mrs Husband