



St William of Perth

Prayer and Liturgy Policy

OUR MISSION STATEMENT

St William of Perth Catholic Primary School nourishes the growth of all its community, illuminated by the light of Christ as our Christian values permeate all aspects of school life.

Our mission is to provide a quality education where high standards of attainment and behaviour are expected. We encourage our pupils to develop as lifelong learners as they strive to reach their full social, spiritual, intellectual, cultural and physical potential.

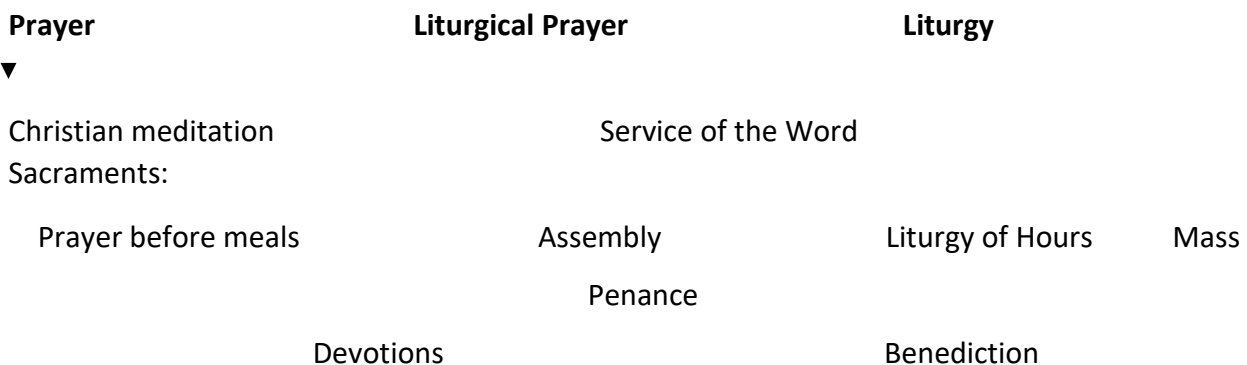
This happens within an atmosphere of love, respect and tolerance of others in mutual cooperation within our School, Home and Parish family.

Understanding Prayer and Liturgy

In our school there will be a range of prayer and liturgy: classroom prayer, meditation, assemblies, devotions, special services for times in the school year, celebrations of Mass and the Sacrament of Reconciliation. Each form of prayer and liturgy will have its own character dependent on the circumstances, size and age of the group, the place of celebration and its content.

Definition of Terms

Prayer, Liturgical Prayer, and Liturgy form a continuum with silent meditation at one end and a celebration of Mass on a Solemnity of the Church (e.g., Ascension of the Lord) at the other. Of course, there are areas of overlap between the categories.



Prayer	Liturgical Prayer	Liturgy
Simple structure	Structured	Taken from official books
One or two elements	Elements drawn from liturgy	Complex structure
Balance of familiarity & creativity	Places of Scripture	Many elements
	Contrasts and creativity	Range of ministry

In Catholic terminology 'worship' is not generally used to name and describe a distinct type of prayer or event. Worship is about living our lives in a way that recognises that everything we have is a gift from God and that everything we do gives glory to God. That, of course, does include prayer but the scope is broader. With that understanding of worship it will be seen that the purpose of education in a Catholic school is to know and love Christ and to open the vision and imagination of all pupils to the wonder of living in God's world, and the responsibilities that follow from this.

St William of Perth's Prayer and Liturgy Policy

The Nature of Prayer and Liturgy

At St William of Perth School we celebrate 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 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

Legal Requirements

It is a legal requirement that there is a daily 'act of worship' offered for all pupils. This can take place at any time during the school day and can be either a single 'act of worship' for all pupils, or separate 'acts of worship' in school groups. Holding an assembly that includes a prayer, said either by the teacher or everyone present, does not fulfil this requirement. Prayer, liturgical prayer and assembly are distinct activities. They may sometimes form part of the same gathering, but the difference between will always be made clear.

The 'act of worship' is not designated curriculum time under regulations and will not be subsumed under any part of the curriculum, including religious education. Responsibility for arranging prayer and liturgy lies with the Governing Body after consultation with the headteacher.

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, within the RE curriculum.

The Place of Prayer and Liturgy in the Life of St William of Perth School

Prayer and liturgy is an integral part of school life and central to the Catholic tradition.

Prayer and liturgy 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

At St William of Perth we aim 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

¹ Christ at the Centre Rev Marcus Stock, 2005

- 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
- To take time out 'to wonder at', 'to come to terms with' and 'to give worth to.'
- To allow pupils to plan and lead their own liturgies.

Principles

All acts of prayer aim to:

- 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.

Planning, content and celebration

Prayer and liturgy is planned with the pupils aiming to lead by example and become responsible for the delivery and the execution of this praise. We aim to share some of the key Catholic Social Teaching themes, feast days, the curriculum and significant dates in the year e.g. Holocaust Memorial Day.

Parish and parents are invited to participate in some celebrations.

A variety of prayer styles will be used which is appropriate to the age of the children and the liturgical year.

During the course of the week both EYFS and KS1 and KS2 will be on a rotation and will take responsibility for leading the 'Celebration of the Word'. Biannually, the classes will aim to lead on the themes set by the SLT normally related to Catholic Social Teaching, Liturgical times of the year and key dates in the National Calendar.

The Timetable of Prayer and Liturgy is as below:

Prayer, Celebration of the Word and Worship.				
Monday	Tuesday	Wednesday	Thursday	Friday
Headteacher Assembly Celebrating the Gospel of key Liturgical Events.	Pupil Led (KS2) When not in the hall the daily Act of Worship will happen in class.	Pupil Led (KS1 and EYFS) When not in the hall the daily Act of Worship will happen in class.	Worship with an emphasis on music and hymns. When not in the hall the daily Act of Worship will happen in class.	Praise Assembly Class led themes throughout the year.

² Directory for Masses with Children, paragraph 9.

Timings: 25 minutes	Timings: 20 minutes	Timings: 20 minutes	Timings: 30 minutes	Timings: 30 minutes
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Whole School Masses are celebrated on special Feast Days/Celebrations. These include but are not limited to.

- Deanery Staff Mass
- Class Masses are celebrated at St John Fisher Church, the Parish community is invited to join the school.
- A whole school reconciliation service takes place – Advent and Lent.
- Crib service
- EYFS/KS1 Nativity
- Passion Play.
- Celebration of the Eucharist and seasonal Liturgies are celebrated regularly both in school and in Church.
- Lenten services are led by our priest.
- Year 6 Stations of the Cross.
- Staff Deanery Day
- Marian Procession to celebrate the month of May.
- St William of Perth.
- Diocesan retreat day at Aylesford Priory.
- Year 6 classes celebrate the culmination of their life with a special Leavers' Mass, to which their families are invited.

Recording

Prayer and liturgy is recorded in our class 'Celebration of the Word' prayer books and planned with the support of Ten Ten Prayer and Liturgy and Cafod website.

Monitoring and Evaluation

Prayer and liturgy is monitored using the prayer and liturgy monitoring form.

Following monitoring, training needs will be identified and outcomes used to inform the school's CSED (Catholic Schools Evaluation Document).

The learning environment

'Symbols and icons of the Catholic faith when displayed in school and throughout its premises will help the school community and visitors to experience the uniqueness and sacredness of this learning environment'³

Focal points in each classroom and throughout the school will reflect the liturgical season and will reference our terms topics and/or liturgical year. In this way they will be an outward sign of the school's ethos.

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

³ Christ at the Centre Rev Marcus Stock, 2005

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

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.

Policy Monitoring and Review

This policy is monitored by the Prayer and Liturgy Coordinator and is evaluated and reviewed by the whole school staff and governors every two years. The Foundation Governors in particular will play a most important role. Mrs Tong the Deputy Head is currently the Prayer and Liturgy Coordinator.

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

Staff

It is expected that staff will:

- Provide opportunities for pupils to pray

- Provide pupils with meaningful prayer experiences
- Assist pupils to develop the language of prayer
- Teach pupils the traditional prayers of the Church
- Help pupils to develop habits of prayer

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 in-service 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

Policy Review

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

