



# ST. BEDE'S CATHOLIC PRIMARY SCHOOL



*Popley Way, Basingstoke*

*Hampshire, RG24 9DX*

*Headteacher:  
Mr J Carroll*

[www.stbedesprimary.co.uk](http://www.stbedesprimary.co.uk)

*Tel:01256  
473379*

ST. BEDE'S CATHOLIC PRIMARY SCHOOL	DATE AGREED	Autumn 25
POLICY AND PROCEDURE STATEMENT	REVISION DATE	Autumn 26
PRAYER AND LITURGY POLICY		
HEADTEACHER	JAMIE CARROLL	
CHAIR OF GOVERNORS	LIZ FLAHERTY	

## SIGNATURES:

..... (HEAD TEACHER)

..... (CHAIR OF COMMITTEE)

*'Love one another as I have loved you'*



## 1. Introduction

As a Catholic school, we recognise the need to ensure that prayer and liturgy are intrinsic to the daily rhythm and life of the school and that all members of the school community are to be supported in their spiritual journey, through the related experiences that we offer.

In light of our Catholic nature, our school will plan and deliver a range of prayer and liturgy experiences including: 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.

*(From the Prayer and Liturgy Directory: [To Love Thee More Dearly](#), 2023)*

### Definition of Terms

Prayer, Celebration of the Word 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:



*'Love one another as I have loved you'*



## **2. The context of this prayer and liturgy policy**

Prayer and liturgy in a Catholic school name and celebrates God's presence in our lives. They are concerned with giving glory, honour, praise and thanks to God. It is our loving response, in a 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.

Prayer and Liturgy are central to our Catholic ethos. They provide an opportunity for all to reflect on God's word and to celebrate and respond to the beliefs and attitudes, which characterise Christian life. At St Bede's we strive to provide a rich variety of prayerful experiences, which will deepen the pupil's sense of belonging to the faith community of our school and to the wider Church.

Where appropriate, children take an active role in planning, leading and evaluating Prayer and Liturgy. We believe worship remembers and celebrates God's work in our lives. It celebrates His presence amongst us today and allows children and staff the opportunity to be joined with Him.

## **3. 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; 70 9.4 Model prayer and liturgy policy Instrument of Government, clause 2).

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.

*'Love one another as I have loved you'*



#### **4. 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 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;

*'Love one another as I have loved you'*



- 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 (CASO) and other external agencies is maintained to ensure the school keeps updated with best practice.

## **5. Overview of the prayer and liturgy provision**

### **(a) The Place of Prayer and Liturgy**

We endorse the belief that Prayer and Liturgy take into account the religious and educational needs of all who share in it (including adults as well as children):

- Practising Catholics and those who are already very familiar with prayer and liturgy within the context of the Catholic Church
- Those for whom the school facilitates their first and only experience of prayer and liturgy
- Those from other Christian traditions – or none
- Those from other faith backgrounds.

We will make reference to the Prayer and Liturgy Directory (Section 5) when planning prayer and liturgy, in order to ensure that participants from the above groups are supported to participate appropriately and in a way in which they feel comfortable.

*‘Love one another as I have loved you’*



## (b) Organisation of Prayer and Liturgy

A wide variety of prayerful experiences will be inherent in the life of the school. The following opportunities will typically be planned and run over the course of the academic year:

	Type	Involves	Frequency	Location	Led by...
A	Monday Celebration of the Word	All Classes	Every Monday (or start of week)	Hall	Head/Co-Heads Headteacher
B	Morning Prayer	All Classes	Daily 9am (unless alternative)	In Class	Teacher/Prayer Leaders (ORR)
C	Grace before meals	All Classes	Daily before lunch	In Class	Teacher/ORR
D	Afternoon Prayer	All Classes	Daily end of day	In Class	Teacher/ORR
E	Class Celebration of the Word	All Classes	Thursday (unless alternative)	In Class	Pupils with teacher guidance
F	Tuesday Class Celebration of the Word	All Classes	As per Timetable (two per year)	Hall	Whole Year Group
G	Hymn Practice	All Classes	Wednesday	Hall	Music Lead with teacher support
H	House Worship	All Classes	As per timetable (approx. one per month)	House Bases	House Captains and RE Lead
I	Celebration Assembly	All Classes	Every Friday	Hall	Head & Deputy Boy & Girl with teacher guidance
J	Class Mass with Parish	All Classes	As per timetable (two per year)	In Church	Parish Priest
K	Mass with Parish	All Classes	Timetabled through the year e.g. Holy Days of Obligation/Feast Days etc.	In Church	Parish Priest & RE Lead
L	Tie Ceremonies	YR & Y6	Annually	Hall	Headteacher with Y6 supporting
M	Leavers' Mass	All Classes	Annually	In Church	Parish Priest with children supporting
N	Advent Carol Service	KS2	Annually	In Church	KS2 Lead

*'Love one another as I have loved you'*



O	Holy Week Liturgies	KS1 & 2	Annually	In Church	Class Teachers
P	Penitential Services (including the Sacrament of Reconciliation)	KS2	Advent & Lent	In Church	Parish Priest & RE Lead
Q	Angelus	KS2	Advent & Lent	In Class	Class Teacher
R	Divine Mercy	KS2	Fridays in Lent	In Class	Class Teacher
S	First Holy Communion preparation	Y3	Annually (May)	In Church	Headteacher/Parish Priest
T	Rosary	KS2	In May and October and at various points throughout the year	Prayer Garden/Hall	Headteacher
U	Marian Procession	All Classes	Annually	In Church	RE Lead
V	St Bede's Day	All Classes	Annually	In Church	Parish Priest/RE Lead
W	Adoration	All Classes	Annually	In Church	Headteacher
X	Staff Mass with Parish	All Staff	As per inset days	In Church	Parish Priest

There will also be further opportunities to hold other liturgical/prayerful events and occasions including those which happen spontaneously or in response to situations that arise both locally, nationally and internationally.

## 6. 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.

## 7. Training and Formation

*'Love one another as I have loved you'*



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.

## **8. 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.

## **9. Policy Monitoring and Review**

This policy is monitored by Head teacher and the Prayer and Liturgy Co-ordinator and is evaluated and reviewed by the whole school staff and governors annually.