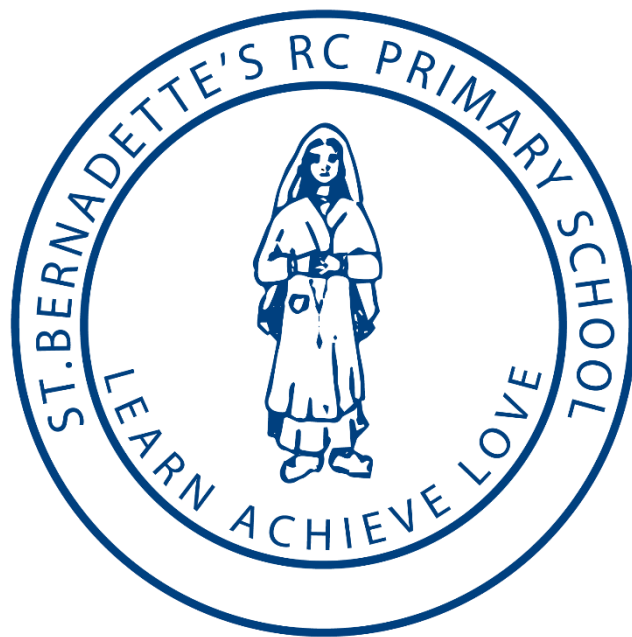


St. Bernadette's RC Primary School



Prayer and Liturgy Policy

This Policy was last reviewed in June 2025

By: Mr Proctor (Headteacher), Miss Burns (Prayer and Liturgy lead)

This Policy will next be reviewed in November 2027.

Jesus Christ is very important in our school. He is at the heart of everything we do. Our school is part of the mission of the church- making Jesus known and loved. We try hard to live as Jesus wants us to, so that together we grow in faith, loving each other and loving God. We do all these things because we want to keep Jesus among us every day at St. Bernadette's.

Our Mission:

- *If someone is hurt, we look after them.*
- *If someone is sad or sick, we hold their hand and smile at them.*
- *We treat other people just as we want to be treated.*
- *We welcome new children, teachers and families.*
- *We care about people who do not have as much as we have.*
- *We celebrate, pray and play together.*

Our Mission Statement

Together we learn, together we achieve, together we grow in God's love.

Our Vision

St. Bernadette's is proud to be a Catholic school, rooted in the teachings of Jesus as our foundation. We strive to make our school a special place where children can learn, achieve, and love through outstanding and innovative teaching. Here, they are encouraged to build on their potential, fulfil their dreams, and grow in faith. Most importantly, we aim to help every child deepen their relationship with God, nurturing their growth in His love so they develop a strong, lasting connection with Him, a source of strength and guidance they can lean on throughout their lives.

The Nature of Prayer and Liturgy

We believe that Christian worship in a Catholic school is concerned with giving glory, honour, praise and thanks to God. It is our loving response, in word and action, to the invitation to enter into a relationship with God, made possible through the work of Jesus Christ and the witness of the Holy Spirit. Our children are encouraged to share in their love for God and Jesus through individualised Prayer and Liturgy. It is our wish for our children to develop their relationship with God through their own creativity.

A Statement of Requirements

The law requires all maintained Catholic schools to provide an act of daily Prayer and Liturgy (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)).

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.

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 St Anne's and St Joseph's RC Primary School, a Voluntary Academy Prayer and Liturgy Policy 2024-25
- 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
- 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.

The Aims and Objectives of Collective Worship

As a Catholic community we come together to celebrate our love of God and each other, by following Jesus' example of love, forgiveness and truth. We provide a safe and happy school recognising the achievements, talents and personal worth of every child. We nurture

our children in the spirit of peace and reconciliation, encouraging the values of love, care and respect within all our relationships. We encourage our children to be responsible by caring for the world that God created and by being aware of those in need in the wider community.

As a catholic school, we must:

- provide an opportunity for children to worship God
- help children enter into a loving relationship with God
- enable children to enjoy prayer and Liturgy
- pray for each other, our families and community and the wider world
- enable children to see prayer and worship as an important, integral part of daily life
- through prayer, express our love for our God
- promote collective prayer as a way of fostering one family in Christ
- help children come to realise that they are loved
- relate worship and prayer to aspects of their own lives
- enable children to share and share in prayer
- focus prayer on specific needs and issues in response to personal and world events
- enable children to consider spiritual and moral issues
- enable children to explore their own beliefs
- encourage participation and response
- teach children how to worship and lead worship
- enable children to explore faith and to share faith as a family
- provide opportunity for quiet reflection.

We believe that Prayer and Liturgy at St Bernadette's aims to provide opportunity for all pupils and staff:

- 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 enrich religious experience;
- To reinforce positive attitudes;
- To take time out 'to wonder at', 'to come to terms with' and 'to give worth to.'

Principles

All Acts of Worship at St Bernadette's will:

- Be at the very heart of school life and must reflect something special or separate from ordinary school activities;
- Give glory and honour to God;
- Be a quality activity, fundamental to the life of the school and its Catholic character;
- 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.

In order to do this, celebrations will:

- be kept small wherever possible or appropriate to help to personalise the experience;
- be short and appropriately paced based on children's attention span;
- be simple, including a range of experiences offered in a variety of groupings and in a variety of settings.

School Organisation

Organisation of Worship

- Monday - Whole School Celebration of the Word in the School Hall introducing the 'Virtue To Live By' for the week
- Tuesday - Personal Development Assemblies led by various staff around school. These can be on varied themes such as: Catholic Social Teaching, Black History Month, RCPCA etc.
- Wednesday- Worship Through Song, four children from each class go and plan their collective worship for their class with their teacher
- Thursday - Pupil led and planned Celebration of the Word in each class across school
- Friday - Celebration Worship- whole school celebration of the successes of the week and our God given talents. A Mission Disciple is awarded from each class based on 'The Virtue To Live By' every three weeks.

We worship together:

- As a School Family in our Parish Church of St. Bernadette's or in our school hall. This is several times over a school year and includes Holy Mass to celebrate some Key Catholic Religious festivals
- As a staff body each week for Friday Worship- staff are invited to take a quiet moment with God. All of our staff are aware that they are role models in faith for our children. It is essential that all staff model positive relationships with God.

The Planning, Content and Delivery of Prayer and Liturgy

Prayer and Liturgy:

- Follows a structure with reference to the Church's Liturgical year, significant dates and the curriculum. Scripture will be the focus in appropriate acts of worship;
- Involves consultation with appropriate parties and reference to school aims and policies;
- Allows flexibility to respond to changing situations within the school and the wider community;
- Planning format includes 4 parts: *Gathering, Listen, Response, and Going Forth.*
- Develops in pupils, skills that enable them to prepare, organise and lead worship rather than always participating or contributing in a token way

Example of Prayer and Liturgy themes- Friendship/ Forgiveness/ Compassion/Trust
Justice/ Thankfulness/ Peace/ Hope/ Holy Trinity

Planning Prayer and Liturgy

Each week a 'The Virtue To Live By' is introduced to the whole school, evidence of this can be found around school including in all classrooms and offices.

Class based collective worship is planned for and led by the children (Nursery to Y6), all children in the school get an opportunity to lead and plan. The planning format includes 4 parts: We Gather, We Listen, We Respond, and We Go Forth. Children plan Collective Worship on a Wednesday during our 'Worship Through Song' in preparation for leading it on a Thursday.

The children choose the way in which we gather, what scripture we share, how we respond to what we have heard (including reading/writing prayers, singing, creative activities, reflections or drama) and how we can go out into the world and live out God's message.

Monitoring and Evaluation

The school's provision of worship will be evaluated to consider whether it meets the needs of all pupils and whether pupils are making progress in acquiring skills and abilities in **organising** and **leading** worship in line with the Governors review of the curriculum and RE.

Children are encouraged to provide thoughtful feedback on their peers' Prayer and Liturgy, helping to support and celebrate each other's efforts in leading prayer and reflection. This process helps build confidence and develop leadership skills, while also deepening their understanding of worship. The GIFT Team play a key role in this, visiting classrooms to observe collective worships and offering constructive feedback and encouragement. Their guidance helps ensure worship remains meaningful and inclusive, while also supporting others in growing in faith.

Staff follow our Prayer and Liturgy Breakdown Document (see Appendix II).

Involvement, Engagement & Methods of Worship

An Act of worship/school prayer begins each session of the day, before lunch and closes each session of the day. Children are actively involved in Prayer and Worship and lead prayers in class and lead Class Prayer and Liturgy. Classes have a prayer leader who help with this. The prayer leader is changed each week so that every child has an opportunity to be the prayer leader for their class.

Children read and serve on the altar at both School and Parish mass.

Our GIFT (Growing In Faith Together) Team play a vital role in the spiritual life of our school. They lead liturgies across the school, offering guidance, ideas, and feedback to children who plan and deliver collective worships. As leaders of worship for the whole school, staff, and visitors, they help create meaningful moments of prayer and reflection. As shining role models of faith, they inspire and support others in living out our shared Christian values every day.

The Laudato Si' Team are champions of our mission to care for God's creation, encouraging all pupils to live out their faith through stewardship of the world. They promote active engagement by leading whole-school initiatives that focus on protecting and preserving the environment. Through their work, they help our school community understand the importance of caring for the Earth as part of our Catholic mission, inspiring others to take action and make a difference.

The Caritas Team encourage whole-school engagement in faith by leading initiatives that put Catholic social teaching into action. They help the school community understand the importance of love, charity, and justice by organising events, supporting local and global causes, and raising awareness of those in need. Through their leadership and example, they inspire others to live out their faith by showing compassion and making a positive impact in the world around them.

Sacramental Programme meetings and celebration Masses take place during the school year for all Year 3 children. Children in Years 4, 5 and 6 support the Year 3 in hymns during mass or serving on the altar at these times.

Meetings begin with prayer, as do Governor & Staff meetings.

Mass

Whole school mass: beginning and end of the year, holy days and liturgical preparation days. Masses can take place in church or in our school hall.

Sacramental Programme

Meetings and celebration Masses take place during the school year for Year 3 children. School work closely with the Parish to support the children on their journey and the Parish Priest comes into school regularly to work alongside the Year 3 pupils.

Resources

All teaching staff at St. Bernadette's have access to the Come and See resources, including textbooks and planning materials, to support high-quality RE teaching. Each class is equipped with age-appropriate materials such as a class Bible, *God's Story*, *Church Story*, *Ways to Pray*, and other supportive books. A wide variety of storybooks and resource books are also available to help staff plan and deliver engaging collective worship.

To support pupil-led worship, each class has its own 'Prayer and Liturgy' box. These boxes contain essential resources such as candles, crosses, stones, prayer books, and planning sheets that enable children to independently plan meaningful worship experiences. Inside these boxes, both staff and children can also find helpful guidance and creative ideas for responding to the Word of God, which supports them in the planning stage.

Collective worship planned by children each week is rooted in Scripture and based on The Wednesday Word, which reflects the Gospel from the previous Sunday. This ensures that worship is relevant, meaningful, and deeply connected to the life of the Church. In addition, all staff have access to the Virtues to Live By documents, which help reinforce Gospel values and link them to everyday life.

Sacred Space

At St. Bernadette's, our sacred space is the IT Hub, a multifunctional room that plays a central role in the prayer life of our school. Within this space, we have a dedicated prayer station focused on silent reflection and worship, offering both children and staff the opportunity to pause, reflect, and connect with God in a peaceful environment.

The IT Hub is used for a variety of purposes, including staff prayers, staff meetings, and governors' meetings, all of which begin with prayer and quiet reflection, grounding our work in faith. Children are also invited to use this space for quiet, personal reflection and spontaneous prayer throughout the school day. As both a place for learning and spiritual growth, the IT Hub supports our mission to nurture a community rooted in faith, prayer, and togetherness.

Prayer table/focus area

A special area is set-aside in each classroom and also at the front of school near to the office to reflect the liturgical calendar e.g. October – Holy Rosary. A prayer table or prayer area is intended to act as a focus for pupils during times of worship. During whole school or key stage collective worship, a special focus may be displayed for the week's theme, or a crucifix, candle, liturgical cloth may be used as a centring object during prayer.

Prayer Stations Around School

At St. Bernadette's, our prayer stations offer sacred spaces for children to reflect, pray, and deepen their connection with God and our school's mission of faith, compassion, and service. Each prayer station is thoughtfully designed to support spiritual development and provide meaningful opportunities for children to engage with key aspects of Catholic life and teaching.

One of our prayer stations is dedicated to St. Bernadette, providing a space where children can learn about her life and be inspired by her example of faith and trust in God. This station invites children to ask St. Bernadette to pray for them, their families, and our whole school community, reminding them that they are never alone in prayer.

Another prayer station is centred on silent reflection, offering a quiet and peaceful place where children can pause during the school day to connect with God in their own way. A key station is based on our Mission Statement: Together we learn, together we grow in God's love. This space encourages children to reflect on our shared mission as a school and how they can contribute to building a community rooted in love, respect, and faith.

We also have a prayer station inspired by the Church's Jubilee Year theme, Pilgrims of Hope, which invites children to see their lives as a journey of faith filled with hope, growth, and trust in God's guidance. Another station focuses on the dignity of the human person, encouraging children to reflect on how we are all made in the image and likeness of God, and how they can show kindness, compassion, and respect to others in their daily lives.

Finally, in our prayer garden, a special station helps children appreciate the beauty of nature and God's creation. It encourages them to reflect on their responsibility to care for the environment, recognising their role as stewards of the Earth.

These prayer stations not only support planned prayer and collective reflection but also invite moments of spontaneous prayer and stillness. They help foster a strong, faith-filled community where children are supported in their spiritual journey and inspired to live out Gospel values each day.

Conclusion

Prayer and worship is central to Catholic life here at St Bernadette's. Through clear aims and principles, and a shared vision and strategy, we hope to provide pupils with experiences of Prayer and Liturgy that are relevant, appropriate and give the pupils something to take away with them into their everyday life.

Appendix I



St. Bernadette's Collective Worship Planning Sheet



Year Group:	Date:	Worship Leaders:
We Gather (Welcome): <i>Welcome together as part of God's Family. Everyone welcome. How are you greeting the class?</i>		
We Listen (Word): <i>God speaks to <u>us</u> and we listen.</i> <i>Reader says: A reading from XXX'S Gospel/ Acts of the Apostles/ St Paul's letter to the Corinthians etc</i> <i>Class responds: May His message be in our minds, on our lips and in our hearts.</i> <i>Reader says: The Word of the Lord</i> <i>Class responds: Thanks be to God.</i>		
We Respond: <i>prayer / symbolic action.</i> <i>We respond to the Word of God.</i>		
We Go Forth: <i>mission / go forth</i>		
Songs:		
Resources:		



St. Bernadette's Collective Worship Planning Sheet



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What our class friends thought: <i>feedback /ways to improve</i>
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Appendix II

Collective Worship Breakdown

We Gather...



- Do you want to give your class anything as they enter?
- Silence/ music?
- How would you like your class to sit? In a circle? A semi-circle? A love-heart shape?
- Sound Bowl, movement to extraordinary time
- Sign of the Cross
- Mission Statement
- Class Scripture (No need to do School Prayer)
- Dress the Altar and remind your class of the symbolism of each object. E. g. the candle symbolises how Jesus is the Light of the World. Altar can already be dressed if you would like.

We Listen...

- When introducing the Readings, say: "A reading from XXX Gospel/Acts of the Apostles/St Paul's letter to the Corinthians etc."
- Children respond by saying: "May his message be in our minds. On our lips and in our hearts" - make the symbolic gesture with your thumbs.
- At the end of the Gospel Readings, a child says: "The Word of the Lord", all respond with "Thanks be to God".

We Respond...

- Pose a reflective question/Rhetorical Question
- How do you want the class to respond?
- Period of silence?

Collective Worship Breakdown

- Symbolic gesture- make a cross with pebbles; collect messages in a jar; draw a quick picture etc. (This must be simple and prayerful)
- Ask anyone if they would like to share a spontaneous prayer

We Go Forth...

- Give the rest of your class a mission: how do you want them to keep God's message in their hearts for the rest of the week?
- Would you like to sing a hymn? (Choose a hymn that they know and everyone needs to join in)
- Quiet, reflective music?
- Sign of the Cross
- Sound Bowl to show the movement back to Ordinary Time

Evaluation

- Ask the children what worked well and what could be even better next time. GIFT Team will support with this and evaluate the Worship.