



RE: Prayer and Liturgy Policy
Local to St. Felix RC Primary School

[Our Lady of Walsingham Catholic Multi Academy Trust](#)

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Mission Statement

“As true followers of Jesus learning together, our school strives to be a community where everyone is valued, nurtured and encouraged to reach their full potential and where Christ’s teaching guides responsible attitudes towards each other and the wider world.”

Our Lord Jesus Christ should be at the centre of every Catholic school. His Gospel is the reference point for its ethos and values; he offers the definitive example of the educator. Joining Christ in praise of the Eternal Father and united by the Holy Spirit in making intercession for the world through prayer and liturgy lies at the heart of the daily life of the school. The quality of the prayer and liturgy in school not only gives honour to God but forms the spiritual and ethical life of pupils and staff alike.
(Prayer and Liturgy Directory 2023)

At St Felix Roman Catholic School, we live out our Mission Statement and in doing so, are committed to the belief that the outcome of excellent Religious Education is religiously literate and engaged young people who have the knowledge, understanding and skills to reflect spiritually, think ethically and theologically and who are aware of the demands of religious commitment in everyday life.

At St. Felix we seek to:

- Be a happy, welcoming and caring school where we recognise, affirm and develop the unique gifts and talents of each individual
- Provide a safe, purposeful and stimulating learning environment where all children can flourish through a broad and balanced curriculum
- To value childhood as an intrinsic right of all children and enable every child to learn, grow and reach their full potential
- Help children develop high self-esteem, confidence and a strong sense of identity
- Teach Christian values to children, inviting them to build their own lives upon them
- Provide a place where all are offered an opportunity to come to know Jesus better through their learning, through worship, through the daily life of the school and their relationships with each other
- Recognise and value parents as the first educators of their children, fostering positive relationships and strong working partnerships between the school, parents, and all those responsible for the children's welfare and education
- Be an inclusive family, inspired by gospel values through service to others
- Teach the children to value and celebrate diversity within the school and beyond
- Live out our drivers of community, responsibility and possibility

At the heart of every Catholic school is the person of Jesus Christ. This presence of Christ is in the present tense: it is a real presence, in the here and now. Recognition of it impacts on everything a Catholic school is and does, not least its religious education (Religious Education Directory 2023)

To provide a community that fosters and creates opportunities for children to develop these fundamental skills and attitudes, we aim:

- to be a school community reflecting the love of God in its relationships, standards, teaching and way of life in promoting the development of the whole child.
- to build on and extend the foundations of religious education begun in the home. In partnership with home and parish, we strive to deepen the children's knowledge and understanding of the Catholic faith
- to provide opportunities that will allow the children to develop skills needed to reflect upon and explore the beliefs, values and way of life of the Catholic tradition and of other faiths
- to enable children to love and respect themselves and one another and to respect the religious convictions of others in a challenging and complex society so that they are confident in their own identity and purpose
- to extend the children's understanding of God's family across the world by building a global dimension into both worship and the curriculum whenever appropriate.
- to stimulate children to explore the religious dimension of questions about life, dignity and purpose and reach an understanding that some questions are difficult to answer.
- to develop in the children an understanding of the importance of celebration within the Catholic tradition – the prayer and liturgical practices.
- to encourage children to develop an understanding of sacraments as privileged encounters with Christ and a means of revealing God's love for us through celebration
- to encourage children to develop an understanding of sacred writings, events, key religious figures and their significance for believers of all faiths today.
- to create and maintain an environment where prayer is valued, fostered and developed.

Prayer and Liturgy

The challenge for Catholic schools is to present in an authentic way our tradition of Catholic prayer and liturgy, whilst at the same time providing a welcoming environment for all pupils and staff. This challenge demands that we understand our tradition and maintain an approach that respects the integrity of all. (Prayer and Liturgy Directory 2023)

At St. Felix, everyone is expected to have regard for the unique nature of a Catholic School and be open to promoting a journey of faith embedded in tolerance, respect for others and an understanding that a deeper relationship with God is established through meaningful worship in its many forms.

Prayer and Reflection

Collective Worship – There is a form of collective worship each day:

- Monday – Whole School Liturgy Assembly linked to Sunday's Gospel
- Tuesday – PSHE / Catholic Social Teaching Assemblies
- Wednesday – Class Reflections/ Chaplains – Seasonal Focus
- Thursday – Singing assembly led by Naomi MacLeod-Jones – Diocese of East Anglia
- Friday – Whole School Celebration Assembly led by Classes / Prayers linked to the liturgical year.

Prayers are offered at the beginning and the end of the school day and before lunch.

- Opportunities for prayer and worship are planned as part of the RE curriculum.
- Opportunities are made for children to respond to the prayer focal point in the classroom.
- Children are encouraged to compose their own prayers to say privately or to share during prayer times, assemblies or masses and services.
- Children are encouraged to realise that prayers can be said at any time and in any place.
- Prayers are offered at the beginning of staff and Governors' meetings.
- Children recognise that singing hymns is a form of prayer.

Masses and Services

Masses and services are held to celebrate events within the liturgical calendar.

Children have the opportunity to celebrate Mass in a variety of settings; at St. Felix Church, in the hall, outside and, in KS2, in their own classes. Children in EYFS and KS1 celebrate class liturgies.

Pupils from Y1 upwards take part in a Reconciliation Service in preparation for Christmas and Easter with confession and absolution available to all pupils who have made their First Holy Communion.

Children contribute to each liturgy in a variety of ways; by preparing the setting, composing prayers, selecting and performing music, making visual resources, serving and reading. There is a Ministry Group who have responsibility for both leading and making preparations for Assemblies and Masses.

Preparing Prayer and Liturgy

The Headteacher and RE Leader work closely with Father John Warrington, the parish priest and chaplain, to create a termly programme of Masses and liturgies to develop the pupil's understanding and experience of the Eucharist within school.

When preparing, staff can seek support from the Headteacher, The Assistant Headteacher and RE Leader to create prayer and liturgy opportunities that are engaging, of a consistently high quality and are accessible, meaningful and relevant for the whole community. There is a framework for Mass provided by Father John available as a PowerPoint on the Server and texts held by the Headteacher which provide examples of suitable readings, prayers and hymns for each liturgical season and focus. (For the order of Mass, please see Appendix 1)

Pupils have the opportunity to work collaboratively with others such as the Headteacher, Assistant Headteacher, RE Leader and Ministry Team Leader, other pupils and Father John to prepare creative and well-constructed experiences of prayer and liturgy.

Curriculum

Teaching and Learning

Religious education is a rigorous academic discipline and as such it is taught, developed and resourced with the same commitment as other subjects.

Planning allows for continuity, progression and assessment opportunities.

From September 2023, the school started to implement the new revised Religious Education directory: to Know You More Clearly. This has been reviewed to ensure deeper challenge and coverage using the Come and See programme and the Way the Truth and the Life.

In accordance with the guidelines from the Bishops' Conference 10% of the curriculum teaching time is dedicated to RE.

The Diocesan RE Curriculum programme integrates the Catechism of the Catholic Church, the Catholic Assessment criteria and the areas of study from the Religious Education Directory.

Children explore the mystery of Faith through Scripture and Tradition.

Teaching and learning in RE challenges children to think deeply, in a spiritual, ethical, and theological way. It encourages them to question what they see and hear so that they can be guided to higher order thoughts and form robust and meaningful values for everyday life. Children are encouraged to explore questions that are difficult to answer and to accept that sometimes these questions do not have easy or explicable answers.

In our teaching we focus on activities which evoke an active and meaningful response in the children's lives. Through a wide range of activities children can express their thoughts and feelings and consider the impact of their actions on others and their responsibilities as followers of Jesus.

We provide a balance between practical, investigative tasks and teacher-led activities, and between paired, small group and class sessions.

Such activities could include:

- Recorded work – writing, drawing
- Exploring the meaning of scripture
- Listening to or reading stories, poems, reports and accounts
- Art and Photographs – investigation, appreciation, expression
- Meeting visitors, sharing personal experiences and asking questions
- Drama and role-play including Godly Play
- Investigating and debating topics
- Prayer and celebrations in worship

Cross curricular links are made where appropriate in all areas of the curriculum.

There are two or three topics taught each term including the study of other faiths. Judaism is taught during the Autumn Term. During the remaining terms other Faiths are focussed on with a particular emphasis on Sikhism, Islam and Hinduism in the Summer Term.

Work in RE is marked in accordance with our Marking and Feedback Policy. Children can identify what they have done well and what their next steps are in their learning. Marking and feedback, where appropriate, includes a challenging question to promote further thinking and the children are given time to respond appropriately. There are also opportunities for children to give and receive peer feedback to improve work and ideas further.

Assessment, Recording and Reporting

Each teacher has the responsibility for maintaining records on the children in their class. Work is assessed against Diocesan agreed I Can statements per term and the outcomes recorded in the Diocesan yearly assessment grid and uploaded to the school tracking system (Insight).

The subject leader then analyses attainment and progress at whole class and group level. This information will then be used to inform action planning. RE is reported formally to parents in the annual report.

The Catholic Life of the School is reported to the Local Governing Body on a termly basis.

Parents are informed about the RE Topics through a termly RE Newsletter, posted on the website. There is a comprehensive bank of resources including bibles, artefacts, pictures, statues and books to support the RE curriculum. These are stored in a dedicated area and are clearly labelled according to each topic.

The Role of the RE Leader

The RE leader is responsible for the monitoring, evaluating and development of all areas of RE and Collective Worship. The RE leader, Chaplain and Headteacher monitor the different areas of RE. These areas include:

Catholic Life of the School:

- ❖ Pupil contribution and benefits
- ❖ Quality of Provision
- ❖ Promotion, Monitoring and Evaluation

Religious Education

- ❖ Pupil's achievement and enjoyment
- ❖ Quality of Teaching, Learning and Assessment
- ❖ Promotion, Monitoring and Evaluation

Collective Worship

- ❖ Pupil's responsibilities and participation
- ❖ Quality of Collective Worship
- ❖ Promotion, Monitoring and Evaluation

These are used to inform the Catholic School Evaluation Document (CSED) for Catholic Schools Inspectorate which is revised annually by the Headteacher and RE Leader.

The Role of the School Chaplain

The school chaplain is the local Parish Priest, currently Fr John Warrington, and he works with the RE Leader and Headteacher to provide pastoral support to all members of our school community. This includes:

- To be visible and approachable
- To be available for pupils, staff, support staff, parents and governors.
- To work with Class teachers in supporting individuals and groups of pupils as appropriate to support the Head Teacher in her role as faith leader in school
- To work with pupils, staff, support staff to plan, prepare and celebrate Mass and to lead other liturgies and collective worship. Including celebrating special times of the year and special celebrations. Also supporting staff CPD days.
- To provide prayer opportunities for the staff, pupils, parents and the wider community.
- To provide retreats where appropriate.
- To develop a Prayer Room/space in school as a sacred space
- To support and help to enhance the Catholic life of the school
- To support and enhance the RE curriculum.
- To lead school based CPD for staff in relation to the Catholic life of the school.
- To work with the Head Teacher to carry out self-evaluation with particular reference to the Catholic life of the school.
- To liaise closely with the local deanery clergy
- To celebrate and share the faith life of the school with the wider community
- To include the parish in school celebrations.
- To be a member of ACCE and use the opportunities the organisation offers for professional and spiritual development.
- To be a member of the Diocesan Chaplaincy Group or its equivalent, attending meetings regularly
- To liaise with Diocesan agencies, groups and individuals, where appropriate

(Edited version from CES job description for Primary School Chaplain)

Prayer Timetable

The table identifies the prayer to be taught according to phase.

It is expected that previously taught prayers will be used as the children progress through school. Details can be found in section 9.5 of the Prayer and Liturgy Directory.

Age Phase	EYFS & KS 1	Lower KS 2	Upper KS 2
Prayers	Sign of the cross* Our Lord's Prayer* Hail Mary Glory be* Grace (sung & signed) School Morning Prayer School Evening prayer	Apostle's Creed Act of Contrition Angel of God Come Holy Spirit Prayer of St Richard of Chichester The Rosary *Taught in French	Morning offering The Magnificat Hail Holy Queen The Memorare Eternal Rest Act of Faith Act of Hope Act of Love

- **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.

- **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 the governors.

Appendix 1 – the Order of Mass

The Mass consist of 2 main parts which are interconnected and form a single act of worship. In addition, there are 2 more rites that open and conclude the celebration.

1) Introductory Rites

The Mass commences with the procession of the priest. This can be adapted to match the location of the Mass. For instance, a class mass may not a procession. Mass in church involve a procession.

The Introductory Rites prepares the receptivity of our hearts for worship.

We come to say sorry ('I Confess' and Kyrie) and yet rejoice over God's love for us through His Son Jesus Christ (Gloria). The Gloria may be omitted on non-feast days.

2) Liturgy of the Word

The Liturgy of the Word is the proclamation, exhortation and teaching of Christ. This means the first reading, a psalm, the Gospel acclamation, the Gospel and the homily. The homily is preached by the priest and provides better understanding, right interpretation, and practical application of the Word of God.

The Liturgy of the Word ends with Prayers of the Faithful and the Liturgy of the Eucharist begins with Offertory.

3) Liturgy of the Eucharist

The Liturgy of the Eucharist is the celebration of Christ' great love and sacrifice for us on the cross. The gifts of bread and wine and offerings from the class/school can be brought forward in procession by members of the community.

To enter into the Paschal mystery, we offer ourselves to God to use as He pleases; the priest consecrates (making holy) our gifts; and we receive the Eucharist which unites us to the Body of Christ.

This includes the Our Father, the Sign of Peace and Distribution of the Eucharist.

4) Concluding Rites

In the Concluding Rites, the congregation is dismissed and sent on their mission to "make disciples of all nations."