



Love ~ Respect ~ Shine

Prayer and Liturgy Policy

Version	Author	Policy approved by	Approval date	Review date	Changes made?
V1	H.O'Reilly	Staff	July 2022	July 2024	
V 2	P Glynn	Full Governing Body	Nov 2024	Nov 2025	Changes made in line with new P & L directory



Love • Respect • Shine

At Cheadle Catholic Infant School we **love** and **respect** each other.
We **love** to learn and let our inner light **shine** brightly in all that we do.

‘Every Catholic school is a community with Christ at the centre.

Prayer and Liturgy are at the heart of the community life of the Catholic school. They are essential to the Catholic life and mission of the school.’

The context of this prayer and liturgy policy:

‘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.’ (Marcus Stock (2012), *Christ at the Centre*, Catholic Truth Society, 23.)

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;

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:

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- Pamela Glynn)
- 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.

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.

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.

Overview of prayer and liturgy provision:

At Cheadle Catholic Infant School, we aim to provide opportunities which challenge and enrich the religious experiences of all who share them, deepening their sense of belonging to the faith community of the school and parish and ensuring that all these experiences are worthwhile, positive celebrations which prepare children for the liturgical life of the church.

Prayer and Liturgy form a continuum with a celebration of Mass at one end and silent meditation at the other:

- Prayer: traditional or spontaneous

- Liturgical Prayer: celebrations created for the school community and not taken from the liturgical books of the Church.
- Liturgy: a formal act of the Church such as Mass or the Sacrament of Reconciliation

Prayer and Liturgy in Cheadle Catholic Infant School is an integral part of school life and central to the Catholic tradition. Children are encouraged to participate in a variety of celebrations developing their sense of belonging to the community. Prayer and Liturgy opportunities in the classroom, hall and outside areas enable children to develop their own abilities to deal with the experiences of daily life with growing personal insights, expressing their own thoughts and feelings.

As the children move forward on their journey of faith, the opportunities for prayer that they experience in school will enable them to deepen their personal relationship with God as they recognise His presence around them.

We believe that Liturgy and Prayer in our school should provide all pupils and staff with the opportunity to:

- enrich their religious experience
- grow in liturgical understanding and development
- experience a sense of belonging and develop community spirit.
- participate fully
- reflect on spiritual and moral issues
- respond to and celebrate life
- contemplate something of the mystery of God.

Prayer:

“Teaching the young how to pray, and not simply requiring them to pray at set times and on certain occasions is both profoundly educational and spiritually invigorating. It is the most direct and positive way to help the young discover their inner selves and begin a lifelong process of growth.”

Cardinal Basil Hulme

Prayer is an integral part of our school life at Cheadle Catholic Infant School as an expression of our faithful love for God. It is a recognition of God’s presence through word and action. Children should develop their understanding that God is always there for them and that they can pray or speak to him at any time, both formally and informally.

At Cheadle Catholic Infant School, we aim to

- create and maintain a stimulating and appropriate environment where prayer can be fostered and developed fully.
- provide children with opportunities to use the language of prayer, (praising, thanking, asking, saying sorry, meditation and quiet reflection) in a meaningful and respectful way.
- teach children traditional and school prayers, introduced gradually from Foundation to Year 2.
- give children opportunities to use/create their own prayer.

The range of opportunities for prayer and reflection in school include:

Daily class prayer within the classroom.

Each school day begins and ends with teacher-led ‘Traditional Prayer’ and a range of our ‘School Prayers’. The teacher, as ‘leader of prayer’ in this context is both a model and a participant as they guide the children into a prayerful time and space.

Traditional Prayers (From Foundation Stage to Year 2) +See appendix

The sign of the Cross.

The Our Father

The Hail Mary

Glory Be (Year 2 onwards)

Eternal Rest (Year 2 onwards)

Act of Contrition (Year 2 onwards)

School Prayers (From Foundation Stage to Year 2) +See appendix:

Morning Prayer

Lunchtime Prayers

End of the school Day prayer/song

Spontaneous prayer:

Within RE lessons, there are opportunities for children to articulate and write their own prayers. In addition, each class has their own 'Prayer Book' where the children are encouraged to write and/or draw any intentions they wish to pray for. These are shared with the class if /when a child is happy to do so. Each class has their own focal point for prayer, draped in the liturgical colours of the year, where they can access the class prayer book when needed and a range of religious artefacts (including a class Bible, crucifix, 'buddy', and candle) to stimulate prayer writing.

'Prayer Friend' time:

Each child in Year 2 is matched up with a child in one of the Reception classes to support and encourage the younger members of the school in the development of their faith. These children meet together at points throughout the year to pray and reflect.

Home/School Prayer:

To develop prayer life at home, 'The Travelling Crib' and 'The Lenten Cross' are distributed throughout the families in each class on a daily basis in Advent and Lent. During October and May, the 'Travelling Rosary' is sent home daily.

Members of the school community -parents, carers, governors and priests are invited to further opportunities to celebrate, pray, reflect and sing together with the children, enriching the religious experience of adults and children both individually and communally:

- Class 'Services of the Word', celebrated in the presence of one of the Parish Priests.
- 'Advent Service: 'Carols by Candlelight', led by Year 2 and held in one of the parish churches.
- Holy Week/Easter services in school
- Leavers Service of Thanksgiving

Expectations for Prayer Composition:

Prayers should be created in a 'prayerful' or 'worshipful' context and generally fall into three categories- 'thank you', 'sorry' and 'please'. They can be linked to the liturgical year, sacramental program, or the topics within the 'Way, Truth and Life' scheme of work. Children are always encouraged to make their prayers as individual as possible whether as part of a RE lesson or when using the class 'Prayer Book'.

All children should know that a prayer begins with 'Dear God/Lord/Jesus/Mary' and ends with 'Amen'.

Foundation Stage children should be able to write/say a sentence using, 'thank you',

'sorry' or 'please'.

Year 1 children should begin to write a series of sentences saying, 'thank you', 'sorry' or 'please'.

Year 2 children should extend their prayer writing further by using more religious language and making links with the traditional prayers that they already know.

Liturgical Prayer

Whole school liturgical prayer:

This can take one of the following forms:

- Led by one of the parish priests with prayers by the children to celebrate specific Holy Days when they occur within the school term e.g. Ash Wednesday, Saint Peter and Paul's day, All Saints Day.
- Led by Headteacher, twice weekly, and supported by members of the Year 2 'Faith Council'. These include reflections on Gospel readings from Mass, seasons of the Church's calendar, relevant PSHE topics, celebration of achievements, birthdays.
- Led by a guest speaker such as a member of CAFOD, 'Mission Together' or the local food bank.
 - Led by a designated class of children – 3 classes within a year group each term. Often these have a focus linked to 'The Vine & Branches,' topic the children are studying but can be linked to the church calendar or PSHE topics. Class assemblies develop the children's creativity in planning and presenting celebrations.

Weekly liturgical prayer: (initially planned for and delivered by the class teacher within the classroom).

Class Liturgical Prayer is planned with reference to the liturgical year, 'The Vine & The Branches,' scheme of work and PSHE/RSE topics and is recorded on a separate planning sheet or in a class floor book.. These sessions follow the 'Gather', 'Word', 'Response' 'Go Forth' format (See 'Appendix'). Through these shared class experiences, children develop skills that will enable them to work collaboratively to prepare, organise and lead the worship as they move through the school.

This is a collaborative process. Evidence of Prayer and Liturgy, written and photographic, is kept by class teachers and monitored by the Prayer & Liturgy Co-ordinator and Headteacher. Staff 'Book Looks' and classroom observations provide opportunities to reflect on the quality of the Prayer and Liturgy within the school whilst ensuring that it meets the needs of the school community.

It is the responsibility of the Prayer & Liturgy co-ordinator to attend 'Prayer and Liturgy' Diocesan meetings and ensure that staff are aware of any changes to the guidelines that may take place.

Liturgy:

In Year 2, children celebrate the Sacrament of Reconciliation. Partnerships are encouraged between home, school and parish in line with the Mission Statement and more strongly throughout the Sacramental programme. Parents and carers are encouraged to attend meetings in both school and Parish where they are supported in developing their own spiritual understanding and that of their children. In school, teachers follow the 'Making Things Right' workbook which leads the children through the Reconciliation journey. Lessons are taught in school and activities are completed at home. Every week parents and carers are fully informed of what their child has been taught in school and of the activity to be completed. When fully prepared, the children celebrate this special Sacrament by gathering together for a Service within Parish/Class groups.

In line with the whole school policies for special educational needs and equal opportunities, all children receive their entitlement to daily worship. In this school as with any Voluntary Aided School, responsibility for arranging Prayer and Liturgy as part of the 'daily act of worship' rests with the governing body after consultation with the staff.

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.

Policy Monitoring and Review:

This policy is monitored by the Prayer & Liturgy Co-ordinator/ Headteacher and is evaluated by the whole staff and governors.

Appendix:

Common Prayers

Age phase	5–7 (KS1)	7–9 (Lower KS2)	9–11 (Upper KS2)	11–14 (KS3)
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• 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	<ul style="list-style-type: none">• The Benedictus• The Angelus• Hail Holy Queen• The Memorare• Jesus, Mary and Joseph, I give you• Eternal Rest

The Sign of the Cross

*In the name of the Father
and of the Son
and of the Holy Spirit. Amen.*

The sign of the cross is both an action and a statement of faith.
A physical reminder of our redemption in the cross and an expression of faith in the Trinity.

The Lord's Prayer

*Our Father who art in heaven,
hallowed be thy name.
Thy kingdom come.
Thy will be done on earth, as
it is in heaven.
Give us this day our daily bread,
and forgive us our trespasses,
as we forgive those who trespass against us,
and lead us not into temptation,
but deliver us from evil.*

The Lord's Prayer 'is truly the summary of the whole of the Gospel'. (CCC 2761.)

The Hail Mary

*Hail, Mary, full of grace, the
Lord is with thee.
Blessed art thou among women
and blessed is the fruit of thy womb, Jesus. Holy
Mary, Mother of God,
pray for us sinners,
now and at the hour of our death.
Amen.*

The first part of the Hail Mary is biblical, drawn from Gabriel's greeting to Mary at the Annunciation and Elizabeth's greeting at the Visitation. The second part of the prayer has its origins in 15th-century Italy.

Glory be to the Father

*Glory be to the Father
and to the Son
and to the Holy Spirit,
as it was in the beginning
is now, and ever shall be
world without end. Amen.*

The Apostles' Creed

*I believe in God,
the Father almighty
Creator of heaven and earth,
and in Jesus Christ, his only Son, our Lord,*

At the words that follow, up to and including the Virgin Mary, all bow.

*who was conceived by the Holy Spirit,
born of the Virgin Mary,
suffered under Pontius Pilate,
was crucified, died and was buried;
he descended into hell;
on the third day he rose again from the dead; he
ascended into heaven,
and is seated at the right hand of God the Father almighty; from
there he will come to judge the living and the dead.*

*I believe in the Holy Spirit,
the holy catholic Church,
the communion of saints,
the forgiveness of sins,
the resurrection of the body,
and life everlasting. Amen.*

Based on baptismal documents of the 8th century
but related to texts of an earlier origin.

Act of Contrition

*O my God,
because you are so good,
I am very sorry that I have sinned against you,
and with the help of your grace
I will not sin again.*

School Prayers:

Morning Prayer

*Oh my God I give to you,
All that I say and think and do
All my work and all my happy play,
I will give to God today.
Amen*

Prayer Before Lunch

*Father, bless our food we pray
And the people who prepare it
And our friends with whom we share it
Your good gift to us today. Amen*

Prayer after Lunch

*Thank you for the world so sweet,
Thank you for the food we eat
Thank you for the birds that sing
Thank you, Lord for everything.*

or

*Thank you, God for our morning time
Thank you, God for our lunchtime too.
Please help us Lord, this afternoon,
To carry on our good work for you. Amen*

Prayer at the end of the school day

*Thank you, God for a lovely day.
Thank you for our work and play.
Bless us all as we say, 'Goodnight'
And watch over us until morning is light. Amen*

or

Hymn for the end of the school day(sung)

*Now the day is over, we lift our hands and say,
Thank you, Heavenly Father for today.
We're sorry for the wrong things but glad about the right.
Keep us, Heavenly Father, in your love tonight.*

Amen.

School Prayer

Dear God,

Bless our school.

Help us to make it a place of love, joy, kindness and friendship

Where everyone can live happily together.

Amen

Class Liturgical Prayer Planning Sheet

Class:	Leaders	Date
Gather		
Word		
Response to the Word – Prayer/Symbolic Action		
Go Forth - Mission		
What the children thought....		

Ideas for each section

Gather

- Play reflective music as you gather in a circle
- Repeat 'Help me to be a child of the light, as you gather in a circle
- Make the sign of the cross on the forehead, lips and heart – 'May Jesus be in my mind, on my lips and in my heart
- Teacher to light a candle and everyone to say 'This is Jesus, the Light of the World'. Watch the flickering flame and feel the presence of Jesus as you listen to God's Word.

Responses to the Word

- Drop a pebble on a bowl of water remembering the important message of God's Word that you have just heard and saying a silent prayer in your heart
- Pray silently to God about what you feel and what ideas you have after hearing the Word
- Place a stone at the foot of the candle whilst the class prays their own intention in their hearts.

Go Forth – Mission

- Shake hands and offer the sign of peace
- Tell someone in another class what you have prayed about today
- Be an example of Jesus today and show Caritas – help someone in need, share with someone, be kind and patient, look after our world
- Tell your mum/dad you love him/her
- Invite someone who is lonely to play with you at playtime