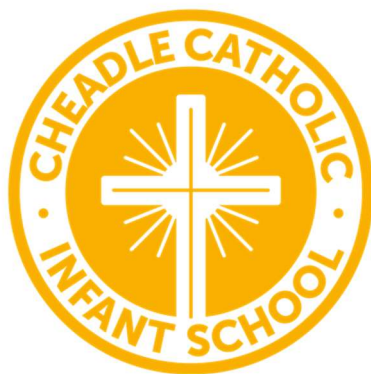




Love ~ Respect ~ Shine

Prayer & Liturgy Policy

Version	Author	Policy approved by	Approval date	Review date	Changes made?
V1	H O'Reilly	FGB	Summer 2022	Summer 2024	
V2	P Glynn	FGB	Autumn 2024	Autumn 2025	Changes made inline with new P & L directory
V3	P Glynn	FGB	Autumn 2025	Autumn 2026	Updates made to match our provision
V3	P Glynn	FGB	Autumn 2026	Autumn 2027	

‘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 HT)
- 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 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:

Prayer is part of each and every day at Cheadle Catholic Infant School.

All classes pray the morning offering and school prayer at the beginning of the day, say grace before and after lunch and our prayer at the end of the school day.

Teachers are encouraged to employ a variety of styles of prayer in their classrooms. These include: traditional prayers, quiet private prayer; written prayers or letters to God; informal or spontaneous prayer arising from discussion, events etc

As the children grow in maturity, they are helped towards experiencing short periods of reflection.

They will become involved in the planning of classroom prayer by choosing religious objects/images to focus upon, music, stories, different themes etc, depending on age.

Focal points for prayer both in the classroom and around the school are provided.

Where appropriate:

- Crucifix in each classroom
- Liturgical calendar in each classroom
- Mission Statement in each classroom, entrance to school and school hall
- Timeline in each classroom
- Prayer space in each classroom: featuring a crucifix, candle, bible, interactive items/artefacts, liturgical cloth
- Crib at Christmas
- Statues, pictures/icons, candles etc.

MONDAY

At the start of the school week our whole school Celebration of the Word reflects upon the 'Liturgy of the Word,' of Sunday's Mass.

TUESDAY

Year 1 & 2 group Celebration of the Word adult led according to the progression of expectation (App 3)

WEDNESDAY, THURSDAY or FRIDAY

Class Celebrations of the Word adult led or pupil led. Themes are linked to RE teaching or liturgical calendar.

Hymn practice. Learning hymns and songs which reflect the liturgical calendar, scripture and Christian values. Pupils are encouraged to sing in parts and use signing and actions to elevate their praise

FRIDAY

Celebration assembly which celebrate the achievements of either whole classes, groups, teams or individuals. There is a strong emphasis on perseverance, resilience, effort and consideration for others.

Annual plan of provision (APOP) Appendix 5

A plan of celebrations across the year, opportunities for special liturgies are created by the Prayer and Liturgy lead and parish priests at the start of each

Traditional Prayers

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: Appendix 4

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.

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 Celebrations of the Word, celebrated in classrooms
- Advent Service: 'Carols by Candlelight', led by Year 2 and held in one of the parish churches.
- First Forgiveness celebrations in school
- First Forgiveness celebrations in parish churches
- Holy Week/Easter assemblies in school
- Leavers Assembly of Thanksgiving

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.

Appendices

Appendix 1 – Participation in Liturgy

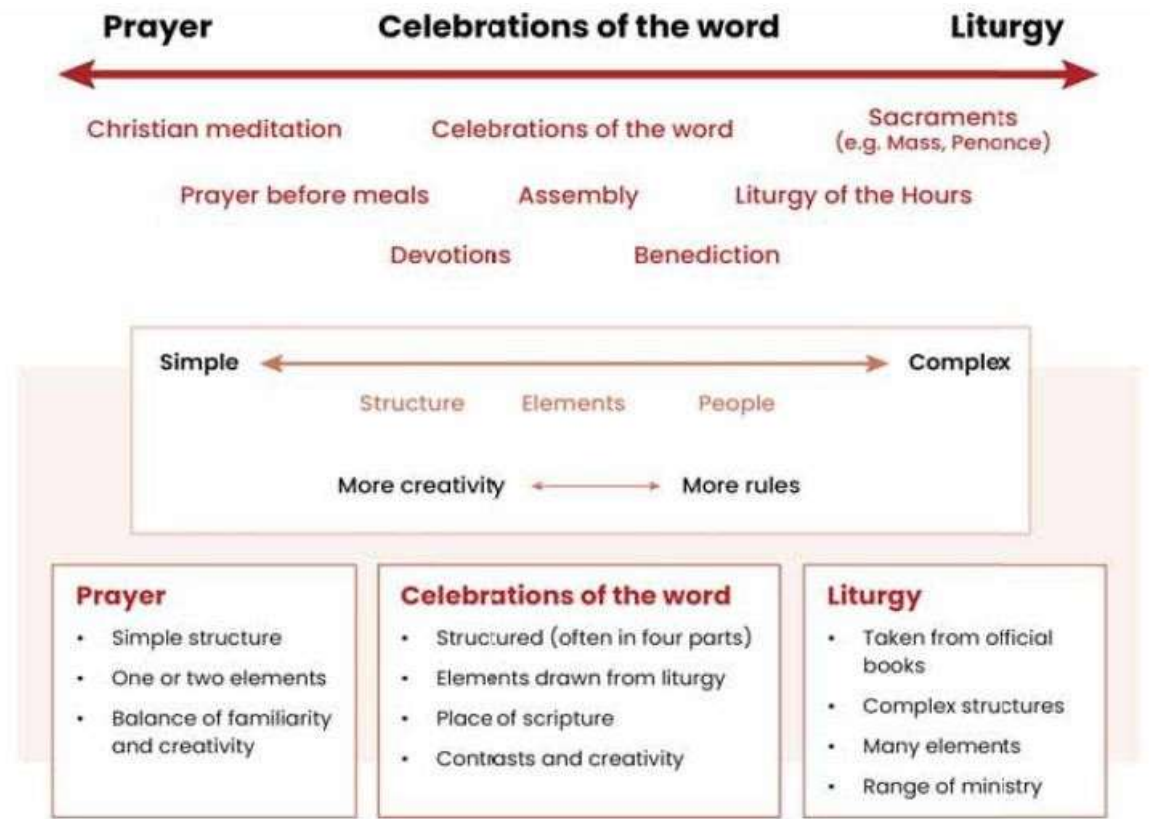
Appendix 2 – Progression of prayer

Appendix 3 -Celebration of the Word progression from Reception – Y2

Appendix 4 – Sacramental Programme Arrangements

Appendix 5 – Annual Plan of Provision (APOP)

Appendix 1: Participation in Liturgy



Participation in the liturgy

To participate in the liturgy is to participate in the Paschal Mystery. Each time we celebrate, the Holy Spirit deepens our participation in Christ's redeeming work and gives us the grace to share daily in his life and mission. Our experience and understanding of what we are about, however, will vary due to our age, development, and the circumstances in which we gather. Participation can, therefore, never simply be action. It is also about the engagement of hearts and minds, the imagination, memory, and will – it plays out in the choices we make and the actions we take as a community and as individuals.

Full, conscious and active terms express the underlying attitude of mind and heart that a person brings to the liturgy. This attitude is rooted in how each person approaches life itself. These aspects – full, conscious, and active – are not separate, but work together.

To participate 'fully' means appreciating that the whole gathered community is involved (as well as the wider Church); on an individual level, that the whole person is engaged through body, mind, and spirit; and that the individual is also sharing in the work of the whole gathered community (as well as of the wider Church).

To participate 'consciously' requires that the individual has an appreciation of the meaning of what is happening and has a glimpse into the mystery. Therefore the liturgy should be appropriate to the participant's age and development.

To participate ‘actively’ means to enter the liturgy with an openness to God’s grace, so that the encounter between Christ and his people in the celebration can change us and have a direct impact on the way we live our lives in the future. From this it becomes clear that the term ‘active’ here is used in a very different way to when it is found in educational terms such as ‘active learning’.

Appendix 2: Progression of Prayer:

There is a long tradition of Christians learning prayers and phrases of scripture by memory. This was not only the consequence of a pre-literate society, but a way to provide people with core texts which they could call upon when needed. We speak about learning prayers ‘by heart’ so that they can spring from the heart.

This suggests that Catholic pupils not only learn common prayers, but are helped to appreciate how each text draws them into a relationship with Jesus, so that these texts become a foundation for their ongoing prayer life. Care will need to be taken that the list of prayers given below is introduced gradually according to each Key Stage, with sensitivity to the age, personal development, and capacity of the pupils in the school.

Even where prayers are known by heart, there will be circumstances, such as in the celebration of the Sacrament of Penance and Reconciliation, where assistance might be necessary.

The prayers and responses of the Mass should be familiar to Catholic pupils. However, in the celebration of the liturgy, we hold a corporate memory of the texts. Prayers we may not be able to remember individually we are able to recite together with confidence.

It is important that pupils, during their time at school, encounter a wide range of prayers. They should have a familiarity with the common texts of the Catholic tradition, but also appreciate that there are many ways of praying and languages of prayer. (pg 46 PLD 7.10)

Prayer has been traditionally described as ‘lifting up of the hearts and minds to God’, which means it involves our whole person – our head as well as our heart.

EYFS	Year 1	Year 2
• The Sign of the Cross • The Lord’s Prayer • Hail Mary • Grace before meals • Grace after meals • School morning prayer • School end of day prayer	• The Sign of the Cross • The Lord’s Prayer • Hail Mary • Grace before meals • Grace after meals • School morning prayer • School end of day prayer • Glory Be	• The Sign of the Cross • The Lord’s Prayer • Hail Mary • Grace before meals • Grace after meals • School morning prayer • School end of day prayer • Glory Be • Eternal Rest • Act of Contrition

Appendix 3: Celebration of the Word Progression

The fundamental structure that recurs across prayer and liturgy is one of call and response: God speaks to his people in his word (the scriptures), and they respond. Their response may take many different forms: praise, thanksgiving, or acknowledgement of the need to change. However, the basic pattern holds; it is God who takes the initiative and who speaks, and we who listen and respond. In the liturgy, this pattern is frequently expanded into longer structures by the addition of opening and closing sections. This creates a four-part structure, which can be expressed as:

- *Gather*
- *Word or listen*
- *Response/Action*
- *Send/Go Forth/Mission*

This four-part pattern is very flexible. Each part can be simple or elaborate. To gather, we might just light a candle and be silent, or make the sign of the cross.

The focus is a proclamation of the scriptures, read from the Bible and a gathered response. At its simplest it might be a moment of gathering to centre minds and hearts, a short reading, a time of silent reflection, and an invitation to move back to the rest of the day. A celebration of the word will form the basis of many longer times of prayer, including assemblies or special liturgies to mark times in the school year. (ref PLD 7.2 & 7.3)

EY	KS1
<i>Celebration is planned by the class teacher. Prayer focus is set up by the teacher and discussed with the children (e.g. What can you see?) Scripture is chosen and read by adult. Artefacts and music are chosen to be age appropriate and support the prayer focus and participation. Basic responses and prayers used for participation. Resources help children to focus in the silence.</i>	<i>Celebration is planned by the class teacher. Prayer focus is set up by the teacher with the help of a small group of children and discussed with the children. Scripture is chosen and read by adult. Artefacts and music are chosen to be age appropriate and support the prayer focus and participation. Basic responses and prayers used for participation. Activities for pupils to respond to are introduced.</i>

Appendix 4: Sacramental Programme

Pupils in Year 2 who have been baptised into the Catholic Church are invited by the school and Parishes to join the First Forgiveness Sacramental Programme.

School deliver lessons following the 'Making Things Right.' Booklet.

Appendix 5: 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

APPENDIX 5



Annual Plan of Provision APOP 2026-27 Seasonal Themes for the Year

Green indicates the Ordinary Time of the Year. Purple indicates the seasons of preparation – Advent for Christmas and Lent for Easter. White are the major celebrations and the weeks that follow – Christmas and Easter. Red is for Pentecost.

WEEK BEG	LITURGICAL THEME	FEAST DAYS/SPECIAL DAYS AND EVENTS	CST THEME	Prepared by Where? Who?
			Care for Creation	
6th September	<i>RECONCILIATION</i> Matthew 18: 15-20	Mary's birthday 8 th Sept		PG Whole School School Hall
13 th September	<i>EDUCATION</i> Matthew 18: 21-35	13 th Education Sunday		PG Whole School School Hall
20th September	<i>PEACE</i> Matthew 20: 1-16	21 st : UN Day of Peace 27 th World Children's Day		PG Whole School School Hall
27 th September	<i>THANKSGIVING</i> Matthew 21: 28-32	CAFOD LITTLE WAY WEEK begins		CAFOD rep Whole School School hall
4th October	<i>ENVIRONMENT</i> Matthew 21: 33-43	THE HOLY ROSARY		VM (governor) Whole school & Yr 2
11 th October	<i>INVITATION</i> Matthew 22:1-14	Week of Prayer for Prisoners and families St Teresa of Avila (15 th)		PG Whole School School hall
18 th October	<i>MISSION</i> Matthew 22: 15-21	HARVEST		PG School hall Whole school
HALF-TERM				

WEEK BEGINNING	LITURGICAL THEME	FEAST DAYS/ SPECIAL DAYS / OTHER EVENTS	CST THEME	Prepared by Where? Who?
1st November	ALL SAINTS <i>Matthew 5: 1-12</i>	All Saints Day Service 2.11.26 All Souls	Life and Dignity of the Human Person	Fr Louis Whole school School hall
8 th November	REMEMBRANCE <i>Matthew 25: 1-13</i>	Remembrance Sunday Anti-Bullying Week DIWALI (8th)		PG Whole School School hall
15 th November	GIFTS <i>Matthew 25: 14-30</i>	17 th -21 st Anti Bullying Week		PG Whole School School hall
22nd November	CHRIST THE KING <i>Matthew 25: 31-46</i>	Last Week of Ordinary Time – Christ the Universal King		PG Whole School School hall
29th November	HOPE <i>Mark 13: 33-37</i>	1 st Sunday of Advent 4th-12th Dec HANNUKAH		PG Whole School School hall
6 th December	PEACE <i>Mark 1:1-8</i>	2 nd Sunday of Advent 8 th Feast of the Immaculate Conception of the Virgin Mary		PG Whole School School hall
13 th December	JOY <i>John 1: 6-8, 19-28</i>	3 rd Week of Advent – Gaudete Sunday 15.12.26 Carol Concert 5pm The Nativity		PG Whole School. School hall St Ann's Church
END OF TERM				

WEEK BEGINNING	LITURGICAL THEME	FEAST DAYS/ SPECIAL DAYS / OTHER EVENTS	CST THEME	Prepared by Where? Who?
3rd January	<i>EPIPHANY</i> <i>John 1: 1-18</i>	The Feast of the Epiphany	Common Good and the Community	PG Whole School School hall
10 th January	<i>BELONGING</i> Mark 1: 7-11	10 th The Baptism of the Lord		PG Whole School School hall
17 th January	<i>UNITY</i> John 1: 35-42	17 th Peace Sunday		PG Whole School School hall
24 th January	<i>CHANGE</i> <i>Mark 1: 14-20</i>			PG Whole School School hall
31 st January	<i>AUTHORITY</i> Mark1: 21-28	2 nd – Presentation of the Lord Children’s Mental Health Week		PG Whole School School hall
7 th February	<i>PRAYER</i> Mark 1: 29-39	10 th ASH WEDNESDAY Ash Wed service 9.30am in hall 7 th Feb-March 6 th RAMADAN		Fr Louis/ Fr Samuel Whole School School hall
HALF TERM				

WEEK BEGINNING	LITURGICAL THEME	FEAST DAYS/ SPECIAL DAYS / OTHER EVENTS	CST THEME	Prepared by Where? Who?
14 th February LENT	<i>Temptation of Jesus</i> Mark 1: 12-15	1 st Sunday of Lent		

21st February	STRENGTH Mark 9: 2-10	2nd Sunday of Lent		PG Whole School School hall
28th February	JUSTICE John 2: 13-25	3rd Sunday of Lent 5.3.27 Class 2L First Forgiveness 2pm		PG Whole School School hall CL school hall
7th March	SALVATION John 3: 14-21	4th Sunday of Lent 7th Mothers Day March 8th EID 12.3.27 Class 2N FF		PG Whole School School hall CN school hall
14th March	SACRIFICE: John 12: 20-33	5th Sunday of Lent 17th St Patrick 19.3.27 Class 2W FF		PG Whole School School hall EW school hall
21st March	SUFFERING: Mark 14: 1-15	Palm Sunday (25th) Annunciation 22nd 10 Last Supper Celeb 23rd 1AB Last Supper Celeb 24th: 1DW Last Supper Celeb		SO'H BB-S/ LA DD/ LW
END OF TERM				

WEEK BEG	LITURGICAL THEME	FEAST DAYS/ SPECIAL DAYS / OTHER EVENTS	CST THEME	Prepared by Where? Who?
4 th April	MERCY: John 20: 19-31	Divine Mercy	Peace and Reconciliation	
11 th April	WITNESS: Luke 24:35-48	Third Sunday of Easter		PG Whole School School hall
18 th April	VOCATION: John 10: 11-18	Fourth Sunday of Easter 23 rd St George		PG Whole School School hall
25 th April	CONNECTION: John 15: 1-8	5 th Sunday of Easter		PG Whole School School hall
2 nd May	FRIENDSHIP: John 15: 9-17	6 th Sunday of Easter Sunday 1 st : St Joseph the Worker 4 th May Crowning of Our Lady		PG Whole School School hall Fr Louis Whole School hall and procession
9 th May	MISSION: John 17: 11-19	7 th Sunday of Easter		PG Whole School School hall
16 th May	PENTECOST: John 15: 26- 27, 16: 12-15	PENTECOST		PG Whole School School hall
HALF TERM				

WEEK BEGINNING	LITURGICAL THEME	FEAST DAYS/ SPECIAL DAYS / OTHER EVENTS	CST THEME	Prepared by Where? Who?
13 th June	GROWTH: Mark 4: 26-34			Fr Louis St Chads Christchurch St Anns
20 th June	TRUST: Mark 4: 35-41	Father's day 20 th June		PG Whole School School hall

27th June	Responsibility: Mark 5: 21-43	29th Ss Peter & Paul Mass for staff 29th		PG Whole School School hall St Chads 6.30pm
4th July	<i>COURAGE:</i> Mark 6: 1-6			PG Whole School School hall
11th July	<i>PURPOSE:</i> Mark 6: 7-13			PG Whole School School hall
18th July	<i>CELEBRATION:</i> Mark 6: 30-35			PG Whole School School hall