St Peter's Catholic Primary School



Prayer and Liturgy Policy

(Collective Worship Policy)

September 2025



Colossians 1:16-17; 2:3

'All things have been created by him and for him. He is before all things, and in him all things hold together... In him are hidden all the treasures of wisdom and knowledge'

Introduction

The life of the school is underpinned by the school's Mission Statement:

To provide a

Catholic Education, embracing world faiths.

Happy and motivated children, who are

Reaching to achieve high expectations.

In partnership with parents

Supported by committed staff and Governing Body

To feel self-worth and know success.

We live out the mission by remembering:

'Christ at the centre, excellence at the heart'

The Nature of Collective Worship

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 God's invitation to enter into a relationship with him, made possible through the work of Jesus Christ and the strength of the Holy Spirit.

Legal Requirements

We acknowledge the legal requirement that there must be a daily Act of Worship for all pupils. (This can take place at any time during the school day and can be either a single act of worship for all pupils, or separate acts of worship in school groups.) We fulfil this requirement through whole school celebrations of the word, Celebration Assembly, whole school Masses, personal prayer, Christian meditation, class Celebrations of the Word (Let us Pray2), Adoration and Lectio / Visio Divina. We also encourage children to enter into spontaneous prayer, with many opportunities provided for this across the school.

The act of worship is not designated curriculum time under regulations and will not be subsumed under any part of the curriculum, including Religious Education. Collective Worship falls outside of the 10% curriculum time allocated to RE as outlined by the Diocese.

The Place of Collective Worship in the Life of our School

Worship in this school is more than just a legal requirement. It is an integral part of school life and

central to our Catholic tradition.

Collective worship takes into account the religious and educational needs of all who share it:

- Those who form part of the worshipping community in church.
- Those for whom school may be their first and only experience of church.
- Those from other Christian traditions
- Those from other faith backgrounds, or none.
- Those with special educational and medical needs.

Worship will be an educational activity or experience to which all can contribute and from which all can gain.

The Aims of Collective Worship

Collective Worship in our school aims to provide opportunities for all pupils and staff:

- To contemplate something of the mystery of God
- To encounter Christ in our daily lives
- 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 develop a common ethos and shared values
- To enrich religious experience
- To grow in liturgical understanding and development
- To reinforce prayers which are part of the Catholic tradition
- To reinforce positive attitudes and aspirations
- To participate fully
- To take time out 'to wonder at', to come to terms with' and 'to give worth to.

To develop skills of:

- Reverence
- Contemplation
- Reflection
- Interpretation
- Empathy
- Meditation
- Action

The Principles of Collective Worship

All Acts of worship at St Peter's will:

- Give glory and honour to God;
- Be a quality experience, fundamental to the life of the school and its Catholic character;
- Be child led wherever possible, with support from an adult when necessary;

• Give pupils positive liturgical experiences, appropriate to their age, aptitude and family backgrounds to prepare them for the liturgical life of the Church.

The Organisation of Collective Worship

Acts of worship take many forms:

Prayer

Celebrations of the Word

Liturgies

- Prayers in class at the start of each day, including spontaneous prayer intentions. Grace before and after meals, including spontaneous prayers of thanks. Prayers at the end of the day.
- A timetabled lunchtime prayer group
- Class liturgies (Let us Pray 2 and RED)
- Lectio Divina / Visio Divina / Christian meditation
- Reconciliation services
- Personal prayer
- Eco group (focusing on nature / Laudato Si')
- Whole school and individual class liturgies, masses, carol services, Stations of the Cross, Adoration and Benediction Dates for whole school Celebrations of the Word and Masses are planned annually and parents, family members and the parish are informed of the dates and invited to attend.

Planning, Content and Delivery of Collective Worship

Collective Worship is planned:

- Using the recommended planning sheets (see appendix 2)
- Following a structure with reference to the Church's seasons, 'RED', significant dates and the curriculum. Scripture will be central in all Acts of Worship
- Involving consultation with appropriate parties and reference to school aims, school virtues and policies
- With flexibility to respond to changing situations within the school and the wider community
- To develop pupil skills that enable them to prepare, organise and lead worship, participating and contributing in a meaningful way
- To promote the ethos and mission of the school
- Statements to live by are used to plan some Acts of Worship
- To include the celebration of children's achievements and God given talents.

<u>Delivery</u>

The format for Collective Worship for our school will be:



Gather: How we come together, the setting, the environment (quiet reflective music, lighted candle, prayer focus, crucifix, Bible)



Word: Every liturgy will centre on at least one text from the Bible. The Word of God will be proclaimed from a Bible or Lectionary.



Respond: The response hearing the Word of God may lead to symbolic action or communal prayer. The symbolic action may vary (dance, music, drama, art, poetry etc).



Mission: Giving the children something to hold on to from the experience of the liturgy that they can take into their daily lives.

Recording

Collective Worship is recorded:

- On a liturgical planner to keep note of themes, pupil groupings and resources (see appendix 3)
- Through displays, collections of pupil's contributions, prayers, reflections, photographs, Videos (in accordance with the school policy of confidentiality).
- In class Celebration of the Word books
- In KS2 pupils' prayer journals

Monitoring and Evaluation

At least once a year 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. Regular reviews of Collective Worship happen during the year and written formats are collected in a file as part of the information gathering/evaluation.

Children self-evaluate class forms of worship and record feedback on their evaluation sheets (see appendix 4). Part of the year 6 Chaplaincy group – the witness team complete an evaluation form for whole school forms of worship, which are used to inform future planning.

Alongside the school Lay-Chaplain the witness group of the chaplaincy team evaluate aspects of Collective Worship in and around school.

Monitoring of parent's views is collected through the use of comment slips and parent questionnaires.

The designated Governor for Religious Education and Collective Worship is to monitor the policy and practice of Collective Worship within the school, and to liaise with the Head Teacher, RE Subject Leader and School Chaplain. They have regular learning walks to see policy in practice.

Resources

Resources are stored in a central place to ensure access for all. There are a variety of books, posters, artefacts, prayers and suitable music available. Each class has their own Liturgy Box which can be used to create a prayer focus, displays and prayer table within the class. Each class also have their own Let us Pray 2 board game resources.

Voluntary Worship & Retreats

There will be opportunities at all times during the year for pupils to pray and include, e.g. during May and October we say the Rosary and Easter is an opportunity given to all pupils to experience the Stations of the Cross in our church.

Pupils may pray their own intentions at our statue of St Peter.

The Prayer Room is available for pupils who want time to reflect/pray during lunchtime and is run by our Year 6 liturgy group.

On special occasions, as a school, we take part in Trust/Diocesan organised liturgies and gatherings, such as our St Thomas Aquinas Feast Day.

The Chaplaincy team attend a retreat day in October at the Rosmini Centre organised by the STACMAT.

Prayer

Children are encouraged and helped to discover the many different ways in which to pray, formal and informal, private and communal. They are encouraged to be still and listen to God. We aim to teach and develop a variety of prayer methods to children such as:

- Teaching the traditional prayers of the church alongside new prayers.
- Allowing the children to develop their spiritual awareness by giving them the skills to create asking, thanksgiving, praising and sorry prayers.
- Through the reading of the Gospels and the Holy Bible. (liturgical prayer)
- •Through the teaching of traditional hymns alongside contemporary hymns.
- Through the teaching of drama, sacred music and prayer.
- Meditating and reflecting in silence whilst being inspired by liturgical music and religious art.
- Lectio/Visio
- Spontaneous prayer
- Start of the day, end of the day and prayers around lunchtimes.

Prayer in the classroom

Each classroom in the school creates a prayerful environment by each having a prayer focus.

- It is required that this focus is dressed in the liturgical colours of the year as a visual sign to the children to show the change and the mood of the liturgical calendar.
- This prayer focus should have a bible which shows the previous Sunday's Gospel readings; or the reading associated with a feast day; or a reading which is relevant to that scheme of work.
- Teachers are encouraged to be creative when creating an interactive display on this focus. Objects, images, candles which reflect the liturgical year and feasts.
- Each room in the school has a crucifix which reminds us all of the sacrifice of Christ for all of humanity; it reminds us that Christ is the foundation stone of Catholic education and that Christ is at the centre of everything we do.

Providing class collective worship on a daily basis

It is required by law to provide daily worship in the classroom. Teachers and pupils pray at each of these periods of the day including an Act of Collective Worship:

At the beginning of the school day (Morning prayers)

At Lunchtime before and after (Grace)

At Home time (End of day prayers)

Collective worship at whole school level

In addition to the daily requirement of collective worship in our classrooms we provide collective worship at a whole school level and for the different educational groups in the school. A timetable of this can be found in the appendix 5.

Eucharist

We acknowledge and revere the most Holy Sacrament of the celebration of the Eucharist. We believe it is central to our roles as being members of the Body of Christ and the redeeming life graces and blessings it provides. We firmly believe in the importance of celebrating Mass by:

- Providing opportunities for School, parish and home Masses throughout the academic year.
- Celebrating Holy Mass on Feast Days and Holy days of Obligation.
- Celebrating Masses as part of the Sacramental programme.
- Celebrating Mass at the key times of the school year, a welcome Mass for EYFS, each term to tie in with the liturgical year and teachings (including Holy days of obligation) and a leavers Mass for Year 6.
- By teaching the structure of the Mass to the children.
- By basing all our Celebrations of the Word, meetings and gatherings on the four-part model of the Mass.

We are all part of the Eucharistic Community. This is not just a matter of saying that Mass is important in our school but rather that it has a profound effect on our life as part of the community The Church's Liturgical Year and Traditional Devotions By using the ancient tradition of the Liturgical year as a framework, we draw on the wealth of the whole church to teach our children who God is and what they are.

We follow the RED programme and introduce children to the lives of saints, to the changes of seasons and the mood and colour expressing these changes.

Children are given the associated language, signs and symbols. This involves progression, some repetition and deepening of understanding.

A soundly based devotion to Our Lady as Mother of Jesus and our Mother is encouraged. The Rosary is introduced in October across the school. Marian prayers and songs are nurtured in May having a procession and celebration for the Crowning of Mary's statue.

Prayers for the faithful departed are encouraged in November

Advent and the Christmas season is observed and celebrated through the RED programme of study and through a variety of collective worship gatherings such as Advent Celebration of the Word,

Nativity, Carol Service and Mass.

After the Christmas Holidays the season is continued up to its official ending with a celebration service based on the Epiphany which includes the saying of Holy Mass.

Holy Week preparations take place in school and ends with a special Liturgy at Church where the events of Holy week are re-enacted by KS2.

Eucharistic celebrations for our school will highlight a special occasion and will normally be celebrated with children whose faith development has reached an appropriate stage. The same general principles will apply to planning a Eucharistic celebration as other acts of school worship, therefore opportunities for children to participate will be maximised. These will be led by our Parish Priest, along with pupils from different year groups. Adoration is held within the school year.

Parental Involvement

We believe that if our Religious Programme is to be effective, we must at each stage seek to involve parents and give them the confidence to play their part in the formation of their children. The school supports and develops the primary task of parents as the first teachers of their children in the ways of Faith. We aim to involve parents by: -

- 1. Inviting them to Friday Celebrations of the Word.
- 2. Inviting them to celebrate Holy Mass and other Liturgies and services at different times during the school year.
- 3. They are invited to parent meetings when Religious Education is discussed e.g. as their children enter school in Reception and at Parents Evenings twice a year.
- 4. Inviting them to special celebrations e.g. Nativity, Carol Service, Our Lady Liturgy, Easter and Christmas Liturgies and Leavers' Mass and Act of Worship.
- 5. F/S and KS1 parents are encouraged to participate with their children during Advent when the 'Travelling Cribs' are sent home, encouraging a time of sharing and reflection.
- 6. They are encouraged to support their children in the Whole School Advent and Easter creative homework tasks.
- 7. They are given information through the school website which also has a direct link to the Nottingham Diocesan and the St Peter's Parish website.
- 8. They are encouraged to support the Religious Education lessons by helping their children complete homework tasks and discuss with their children work being completed when preparing to receive the Sacraments.
- 9. Providing information evenings on the Relationships & Sexual Health Education (RSHE) Programme for Year 5 & 6 parents.
- 10. Inviting them to share their views through meetings and questionnaires

Policy Monitoring and Review

This policy is monitored by the Headteacher, RE Lead, School Chaplain and designated governor and is evaluated and reviewed by the staff and Governors every two years.

Date of next review: September 2026

Appendix 1

1. Legal Requirements

We acknowledge the legal requirement that there must be a daily act of worship for all pupils. (This can take place at any time during the school day and can be either a single act of worship for all pupils, or separate acts of worship in school groups.) We understand that simply holding an assembly that includes a prayer, said either by the teacher or everyone present, does not fulfil this requirement. We also acknowledge that collective worship and assembly are distinct activities. They may sometimes form part of the same gathering, but the difference between the two will always be made clear.

The act of worship is not designated curriculum time under regulations and will not be subsumed under any part of the curriculum, including religious education.

As a rule, acts of worship will take place on the school premises. However, the governing body has the discretion to allow acts of worship to be held elsewhere e.g. church, "on a special occasion".

In this school, as with any Voluntary Aided School, responsibility for arranging Collective Worship rests with the Governing Body after consultation with the Headteacher.

Parents have a right to withdraw their child from Collective Worship. However, given the importance of Collective Worship in a Catholic school, parents and prospective parents will be made aware of the fact that it can never be confined to 'timetabled slots' but may take place in a variety of contexts other than those which are specifically structured.

	CELEBRATI HE WC		Planr	ning S	Sheet				
THEME:	DATE:	GROUP LE	ADING:	SPA	CE:				
ACTIONS FROM PREVIOUS COTW:									
ELEMENTS WE SHOULD CONSIDER INCLUDING:	GATHER				<u> </u>				
() SIGN OF THE CROSS () INTRODUCTION () EXPLANATION OF THEME () CORRECT SCRIPTURE RESPONSES () EXPLANATION OF SCRIPTURE () ASKING PRAYERS () SORRY PRAYERS () THANKYOU PRAYERS	WHAT?			WH	0?				
[] COMMUNAL ACTIONS [] INTERACTIVE ACTIVITY	ITERACTIVE ACTIVITY WURD (PREPARING FOR THE WORD)								
() Q6A () POWERPOINT () VIDEO () MUSIC	WHAT?	WH	0?						
() SINGING () COMMUNAL PRAYER () OPEN PRAYER	RESPONSE								
() FOCAL POINT/DISPLAY () LINKS TO THEME/SCRIPTURE () USED IN CELEBRATION () CORRECT LITURGICAL COLOUR ORDINARY TIME LENT/ ADVENT GAUDATE/ LAETARE	WHAT?				0?				
PENTECOST/PASSIONTIDE									
CHRISTMASTIDE & EASTERTIDE MISSION									
FOCUS/DISPLAY	WHAT?			WH	0?				
	HAVE WE GOT ALL OF THESE ELEMENTS?								
	SEE	HEAR	THINK	00					
WHAT COULD WE INCLUDE IN OUR DISPLAY? DOES IT LINK TO THE THEME?	×44×		P						

Whole School Liturgical Planner 2025/26

Friday Celebrations of the Word

August

29th Headteacher

September

5th Father Frank

12th Year 5 19th Year 3

26th Achievements

October

3rd Worship group

10th Year 4
 17th Year 2
 31st Year 6

November

7th Eco team 14th Year 1

28th Music - individual ensembles

December

5th Local Food bank12th Worship group

January

9th Headteacher

16th EYFS

23rd Achievements

30th St Thomas Aquinas Feast Day

February

6th Fr Frank 13th Year 3 27th Year 6

March

6th World book day

13th Year 4 20th Year 5

April

17th Headteacher24th Worship group

May

15th Year 1

22nd Kerr Layon Gambia

June

5th Year EYFS

12th Music - Whole class ensembles

26th Fr Frank

July

3rd Achievements 10th Year 6 leavers Masses and Liturgies at church

September

18th WSM Beginnings 25th Year 6 Mass

October

9th Year 3 Mass 30th WSM All Saints

November

13th Year 5 Mass 27th Year 4 Mass

December

19th WS Advent Liturgy

January

6th WSM Epiphany 22nd Year 2 Mass

February

5th Year 5 Mass 12th Year 6 Mass

March

12th Year 2 Mass 27th WS Easter Liturgy

April

30th Year 3 Mass 27th Easter Liturgy

May

8th Our Lady, May service 14th WSM Ascension

June

4th Year 4 Mass

25th St Peter/Paul Mass

July

9th Leavers Liturgy

Other Liturgical events:

6th October – Rosary week

10th/11th December KS1 Nativity in church

30th January – St Thomas Aquinas Feast Day

16th March - Stations of the cross

5th May – Rosary week

8th May – Presentation of flowers to our Lady at the

Grotto, outside our church.



THE WORD Student Voice Monitoring Sheet

Saint Peter's - Hinckley - Culture of Prayer (updated February 25)



	Monday	Tuesday	Wednesday	Thursday	Friday			
Whole School	,	Whole school CotW - Planned and led by: Headteacher with liturgy group or another member of SLT.			Whole School CotW Planned and led by: • Year group • Headteacher & Liturgy group • Liturgy Group & Lay Chaplain • Parish Priest(s)			
		Using Statements to Live by.			Visitor - including Charities/ fundraising			
EYFS	Mark 10 Mission - Little Liturgies	Whole School (see above)	Lectio/ Visio Divina - Bible story with a reflection. Led by class teacher.	Christian Meditation / Personal Prayer	Whole School (see above)			
Year 1	Mark 10 Mission - Little Liturgies	Whole School (see above)	Lectio/ Visio Divina - Bible story with a reflection. Led by class teacher.	Christian Meditation / Personal Prayer	Whole School (see above)			
Year 2	Mark 10 Mission - Little Liturgies	Whole School (see above)	Lectio/ Visio Divina - Bible story with a reflection. Led by class teacher.	Christian Meditation / Personal Prayer	Whole School (see above)			
Year 3	Mark Ten Mission Lunchtime access to prayer room.	Whole School (see above)	Lectio Divina/Visio Divina – child led and adult led.	Christian Meditation / Personal Prayer	Whole School (see above)			
Year 4	Mark Ten Mission	Whole school (see above) Lunchtime access to prayer room.	Lectio Divina/Visio Divina – child led and adult led	Christian Meditation / Personal Prayer	Whole School (see above)			
Year 5	Mark Ten Mission	Whole School (see above)	Lectio Divina/Visio Divina - child led and adult led Lunchtime access to prayer room.	Christian Meditation / Personal Prayer	Whole School (see above)			
Year 6	Mark Ten mission	Whole School (see above)	Lectio Divina/Visio Divina - child led and adult led	Christian Meditation / Personal Prayer Lunchtime access to prayer room.	Whole School (see above)			
Class Group	Child led CotW in classes (Let us pray 2gether resources will be used to help plan) X1 Pupil led per Come and See Topic in KS1 X2 pupil led per Come and See Topic in KS2							
Small groups	Chaplaincy team set up and over see prayer room at lunch times. For year 3	Chaplaincy team set up and over see prayer room at lunch times. For year 4	Chaplaincy team set up and over see prayer room at lunch times. For year 5	Chaplaincy team set up and over see prayer room at lunch times. For year 6	From Lent term - KS1 Prayer Room			
Individual								

Friday's CotW will have a focus or 'mission' to complete for the CotW file, which is reflective of the mission.

Less regular worship may include Mass, reconciliation, adoration, retreat days etc.

Whole School Masses at Church - Led by school

See whole school planner for timetable. (Includes whole school masses and Holy Days of obligation throughout the year)

Class masses at church

 $\mbox{X2 per year group}\ \underline{\mbox{in side}}\ \mbox{chapel}\ \mbox{at school}\ \mbox{-}\ \mbox{planned}\ \mbox{and}\ \mbox{led}\ \mbox{by teacher}\ \mbox{with pupils}.$

Additional Liturgies

Our Lady service - each pupil also brings flowers to lay at the grotto within the church grounds. Led by Headteacher, with some readings for year groups. Stations of the Cross week - each class signs for a slot to visit church and listen to readings at each station with a prayer of reflection at each station too. Christmas Liturgy at church led by each class for the whole school

Easter Liturgy at church led by each class for the whole school

Rosary week - focus on prayer and meanings.

Leaver's liturgy at church led by each class Year F/S - year 5 for our year 6 pupils.

Plus other liturgies/ masses/ services relevant each year. (e.g. 5t Peter & Paul Feast day, STACMAT feast day, National Youth Fun Day, Rosary month etc.)