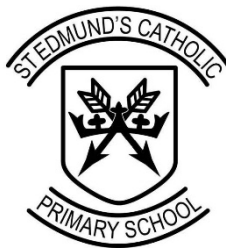




THE CATHOLIC DIOCESE OF  
**ARUNDEL & BRIGHTON**  
EDUCATION SERVICE



## **St Edmund's Prayer and Liturgy Policy**

Headteacher: Elizabeth Higgins

School's Mission Statement

*'Learn, Love and Live with the Lord'*



This prayer and liturgy policy is for approval and adoption by the Local Governing Committee(LGC) on 9<sup>th</sup> May 2025.

Signed by the Chair of Governors

Signed by the Headteacher

## **1. 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.)

## **2. 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). \* Following the Prayer and Liturgy Directory 2023, throughout this policy the term Collective Worship is replaced with the phrase Prayer and Liturgy which more fittingly describes its role in a Catholic school.

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)).

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.

## **3. 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
- 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/s**

*The team:*

- *Sue Hua (Deputy Headteacher and RE Lead)*
- *Victoria Brodwin (Music Coordinator)*
- *Elizabeth Higgins (Headteacher)*
- *Fr Jonathan (Parish Priest)*

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 Education Service and others is maintained to ensure they keep updated with best practice.

#### **4. Overview of prayer and liturgy provision in our school context**

St Edmund's school has a high number of baptised Catholic pupils(2024/25: over 80%), some of whom are inscribed in an Eastern Catholic Church. A number of whose families participate in the sacramental life of the parish outside of the school. For many of them and their families, the school is their principal ecclesial community and the place in which they are most likely to experience and be formed in the Church's tradition of prayer and liturgy.

The school benefits from a good number of senior and experienced staff committed to their Catholic faith and many others who willingly support the Catholic life of the school.

The pattern of Prayer and Liturgy in the school structures and sanctifies the school day and year. Daily prayer focuses on key moments and transitions in the school day: start of day, before and after lunch and end of the school day. The ritual pattern of daily prayer in the school enables children to develop habits of prayer and builds familiarity with the central prayers of the Catholic tradition that will support them throughout their lives. The school day also includes times for silent prayer and meditation.

The weekly structures include: a time for pupils to lead/be led during their Class Prayer and Liturgy times at least three times per week, pupils are also provided the opportunity to embrace their learning in RE, RSE and PSHE and Godly Play through prayerful reflection. Each week there is a whole school Liturgy.

The school year is structured by the observation of the Liturgical calendar and key transitions in the school community. This includes Mass at the start of the year, Feast of St Edmund, Advent Liturgy, Christmastide/Epiphany, Penitential Liturgy in Lent, Easter Mass, May Procession, and Leavers' Liturgy. Holy Day of Obligation and Ash Wednesday are observed with Mass or Liturgy in school with participation of the wider parish community. CAFOD Fast Days and Lenten almsgiving are also observed in school.

Liturgies are celebrated in line with the norms of the Liturgical books, taking full advantage of the provision for inculturation contained therein and in other documents such as The Directory For Masses With Children. Music is chosen in light of the best practice outlined in such documents as Sing To The Lord making an appropriate liturgical, pastoral and musical judgement. The school is guided in this by an experienced liturgist as its Chaplain and RE Governor.

#### **5. Guidelines for Implementation**

The implementation of Liturgical norms and practice in the school draws also from the principles from the Directory of Masses with children.

##### **a. Scripture**

Scripture readings will be taken from the lectionary (ESVCE). The Revised New Jerusalem Bible or Catholic Good News Bible. Liturgical readings will normally be proclaimed from the lectionary or well-bound bible. However, printed copies, appropriately presented, may be used as a reasonable adjustment for children or adults who need to annotate the text or present it in another format.

##### **b. Core Structure for Liturgies of the Word.** These will follow the established pattern of Gather and Prayer, Word of the Day, Proclaim, Going Forth.

- c. **Posture and gesture.** The postures and gestures proper to the assembly in the liturgical books will be used, in particular, making the sign of the cross, standing for the Gospel and standing or kneeling for the Eucharistic Prayer.
- d. **Music.** Whole school or KS liturgies will include a gathering hymn. The Ordinary of the Mass will be sung (Gloria, Holy Holy, Amen, Lamb of God). The school community works with the School Singing Programme to develop its repertoire. Music is chosen following the principles outlined in *Sing to the Lord*, in particular paying attention to a judgement which is liturgical, pastoral and musical.
- e. **Ministries** Liturgical ministries are exercised by those reborn by water and the Holy Spirit and who are in sacramental communion with the Catholic Church. Such ministries include reading of scripture, bidding prayers, presentation of the gifts and serving. As these flow from the dignity of baptism they are open to children who have not yet been admitted to the Eucharist, according to their age and maturity. All may participate in the communal actions of the liturgy, according to their conscience and the wishes of their families. Other opportunities to serve the school community will be afforded to those who are not able to undertake liturgical ministries.

## 6. 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 are included in the school's budgeting process to ensure that all staff are able to fulfil their responsibility to contribute to the prayer and liturgical life of the school.

## 7. 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.

## 8. Monitoring and evaluation

Monitoring and evaluation of the quality and impact of prayer and liturgy will take place Regularly (every term where possible), and at least annually, and involve all key stakeholders: pupils, parents, staff, clergy, and governors. Areas for development will be identified in the **RE and PLD Action Plan** and issues raised will be actioned and evidenced as appropriate.

## 9. Review

The policy will be reviewed as part of the regular cycle of policy review conducted by the governors and clergy.