



# Carleton House

## Preparatory School

### **Prayer and Liturgy Policy**

**Written by Simon Witter**

**DATE OF POLICY**

**January 2024**

**To be reviewed**

**January 2027**



## **“We live, love and learn with Jesus”**

## **“Walk with me Oh My Lord”**

### **Introduction**

Carleton House is a Catholic school and therefore collective worship follows guidance published by The Bishops of England and Wales. This can be found in *To Love You More Dearly*, 2023. Copies of the document are available from the school upon request. Following the latest publication, collective worship in Catholic schools is now known as Prayer and Liturgy.

### **Aims**

The aims of Prayer and Liturgy at Carleton House are:

- To contemplate the mystery of God
- To reflect on spiritual and moral issues
- To explore their own beliefs and think more deeply about questions they have
- To respond to and celebrate life, the universe created by God and the people we share it with who were created in his image
- To experience a sense of belonging and develop community spirit, common ethos and shared values
- To grow in liturgical understanding and development
- To reinforce prayers which are part of the Catholic tradition
- To take time out ‘to wonder at’, ‘to come to terms with’ and ‘to give worth to.’
- Give pupils positive liturgical experiences, appropriate to their age, aptitude and family backgrounds in order to prepare them for the liturgical life of the Church.

### **Opportunities for Prayer and Liturgy**

Here is a summary of the times and places where Prayer and Liturgy may take place:

- it can occur Individually, as a group or whole school
- it could be led by the headteacher, or members of staff, parish priest or celebrated by children in front of parents
- it might celebrate feasts, local events, recognise a particular event for the school or respond to something that has happened, e.g. the passing of QEII
- prayer and liturgy may be class prayers led by the teacher or children
- guest speakers may be invited to join in prayer and liturgy e.g. CAFOD, Food bank.
- the school may organise Stories/Role play/Art exhibitions which reflect the Catholic life and mission
- Celebration Assembly - Children’s achievements each week.

## Planning

The RE Lead provides planning and resources to class teachers on a weekly basis. It is expected that this will be adapted to suit the age and stage of each class by their teacher.

Planning includes the following elements. These are detailed as guidance for teachers in order to support adaptation.

## Gather

It is a time to stop, prepare a space for stillness and gather in readiness to listen to the Word of God. The children are invited to respond to this call in unison through the Response. The 'Leader' could be a teacher or pupil, depending on the age. Gather can also include the group making the sign of the cross, lighting a candle and turning down the lights and putting a 'do not disturb' sign on the classroom door.

## Listen

The focus of the liturgy is listening to the word of God. This may be a short verse or a longer passage depending on the age and stage of children. One idea is to retell a parable informally, so that children can focus on the specific quote that has been included in the plan.

## Respond

We can respond in many ways to the word of God, through actions, by answering questions and by making comments.

Respond is a time to offer thoughts in a safe and supportive environment, describe what it is we wonder about and appreciate the gifts we have been given by God. It is also a good opportunity to ask questions, some of which won't have an answer.

A prayer at the end of the Respond section can be read by the leader, a chosen pupil or by the whole group together.

## Go Forth

We are preparing to go out and share the good news we have heard. You may include an action that you would like the pupils to take, such as smiling at others during the day. It is about living out the word of God – returning to the core of the liturgy, the word that we have heard.

## Involving Children

It is best practise to encourage pupils to engage and participate as fully as possible in Prayer and Liturgy. Here are some ideas of how that can be done:

- Write a prayer
- Play a solo on an instrument, pick a piece of music for use during quiet reflection
- Create or find an object that can be used during the gather period.
- Read the Respond summary in the plan. Write questions to ask at this point in
- Write a greeting for Gather.
- Eg. Leader – Let us join together
- Response – Let us open our hearts to God
- Take responsibility for setting up the focus table beforehand
- Ask questions make comments

## Prayer and Liturgy Timetable

Monday	Tuesday	Wednesday	Thursday	Friday
KS2 Prayer and Liturgy and award celebration in hall led by Teaching staff	FS and KS1 Prayer and Liturgy and award celebration in hall led by Teaching staff	All classes, Prayer and Liturgy in class	Songs and Praise  Whole School  Led by SW	Class assembly in hall with parents, led by one class.
FS, KS1 Prayer and Liturgy in class	KS2 Prayer and Liturgy in class			

## Resources

There is a variety of resources located in the staff room. Staff are encouraged to enquire with the RE lead if there are resources that would support their class-based prayer and liturgy.

## Themes

Each week of the school year there is a theme for Collective Worship across the school.

Autumn Term	Spring Term	Summer Term
Beginnings Friends Rules Celebrations Service Patron Saints Faith Kindness Preparation Love Gifts and Giving Families	Journeys Growing Temptation Peace Trust and Promises Forgiveness Messages Saying Sorry Patience Loyalty and Courage Respect Hope	Prayer Generosity Difficulties and Worries Being Generous Responsibilities Special Things Saying Thank You Freedom Achievements

## Class Prayer

In addition to collective worship, class teachers are encouraged to lead their classes in prayers at the beginning and end of the day, and at lunchtime.

Prayers may include the Our Father and others that the class has written or traditionally used. These prayers may also be seasonal and reflect the interests or concerns of the class. The RE coordinator can provide further support to teachers if needed.

## **The Role of the Co-ordinator for Prayer and Liturgy**

The Co-ordinator for Prayer and Liturgy is Simon Witter

- Formulating a written policy
- Ensuring that Prayer and Liturgy is appropriate to the age, aptitudes and family backgrounds of the pupils
- Ensuring that Prayer and Liturgy takes account of the religious and educational needs of all who share in it
- Organising themes for Prayer and Liturgy
- Assisting the governors and head teacher to carry out their legal responsibilities with regard to collective worship by liaising with the governor responsible for RE, Mr Tom Manning.
- Monitoring and evaluating the provision each year.