

# St Augustine's Catholic Primary School



## Prayer & Liturgy Policy 2025-27

***“We love and learn together by growing in  
friendship with Jesus”***

***Linked virtues:***

***‘Attentive & Discerning’***

***‘Eloquent and Truthful’***

***Autumn 2025***

## ❖ The Nature of Prayer and Liturgy

“We love and learn together by growing in friendship with Jesus”

(Our School Mission)

As a Catholic School we base our ethos, worship and curriculum on the teachings of Christ. Our Christian identity is a focal point and it is at the heart of everything we do. We aim to make the liturgical life of the school both creative and diverse to ensure that we stimulate and challenge the children in a spiritual way. We ensure the children experience a range of meaningful prayer, worship and liturgy and that all within the school community have opportunities to grow in the development of faith. We aim to be a community which shows love of God and one another. We pray to God together and worship Him as a school and as part of our parish.

Prayer and Liturgy is integral to developing the children’s relationship with Christ. Gospel values are embedded in all that we do with Christ at the centre. Prayer and liturgy is central to our Catholic ethos and we expect all staff to lead and model good practice in prayer. It provides an opportunity for all to reflect on God’s word and to celebrate and respond to the beliefs and attitudes which characterise Christian life. We strive to provide a rich variety of prayer and liturgy, which will deepen the pupil’s sense of belonging to the faith community of our school and to the wider church. Children take an active role in planning, leading and evaluating prayer and liturgy. We believe prayer and liturgy remembers and celebrates God’s work in our lives. It celebrates His presence amongst us today and allows children and staff the opportunity to be joined with Him.

Prayer and liturgy refers not only to whole school gatherings but to those acts of worship which take place in a number of different settings and groupings of people in and around the school. In our school, prayer and liturgy takes many forms including prayer, song, assemblies, meditation and liturgies. We strive to provide many opportunities for the children to develop their relationship with God. Children are encouraged to meditate and reflect deeply on the Gospel values and carefully consider how these will impact on their lives and the lives of others.

## ❖ 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). 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. We also acknowledge that Prayer and Liturgy 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. However, prayer and liturgy are more than just a legal requirement; they are essential to spiritual development and are therefore central to what we offer at St Augustine’s Catholic Primary School.

The law requires all academy 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.

### **The five key principles of liturgy are that it:**

- i. gives glory to God and we are made holy;
- ii. is an action of the Holy Trinity;
- iii. calls us to full, conscious, and active participation;
- iv. is future-orientated and keeps our eyes on the Kingdom of Heaven;
- v. is an exercise of the priestly prayer of Jesus Christ to the Father.

## ❖ The Place of Prayer, Liturgy and Celebration of the Word in the Life of Our School, including our Aims

At St. Augustine's we aim to make prayer, Celebration of the Word and liturgy real and meaningful; something which contributes successfully to the development of the faith and spirituality of each individual in the school community. We aim to do this by:

- Nurture each child's relationship with God, building on the foundations laid by the family and the parish communities.
- Encourage in pupils the desire to engage in personal prayer.
- Develop a repertoire of prayers appropriate to their year group (see appendix 3)
- Ensure that all children are aware of the religious, spiritual and moral values the school has as part of its Mission to help children understand their role within the Christian family.
- Be Great for God
- Ensure that all prayer is inclusive of the whole school community.
- Build on children's own experiences and value what each has to offer.
- Develop children's natural sense of awe and wonder.
- Develop of skills of reverence, contemplation, reflection, interpretation, empathy and meditation.
- Introduce children to the key events of the liturgical year and the Church's seasons.
- Help to foster a sense of community.
- Celebrate successes and achievements of individuals and groups.
- Develop and encourage collaboration and team work.
- Develop skills of leadership in children.
- Ensure there are opportunities for staff to deepen their own understanding of prayer.
- Develop an understanding in children that their prayer experience in school can be extended outside the school environment.
- Develop an understanding of the Catholic Pupil Profile of the Virtues linked to the lives of the Saints and Prayer:

Eloquent & Truthful	Grateful & Generous
Learned & Wise	Attentive & Discerning
Curious & Active	Compassionate & Loving
Intentional & Prophetic	Faith-filled & Hopeful

- Make links in prayer and reflection to Catholic Social Teaching. Therefore providing opportunities for the children to develop these Catholic social teaching principles:
  - Stewardship and God's creation will be ongoing throughout the school year
  - Autumn 1 Family and Community
  - Autumn 2 Dignity of the human person
  - Spring 1 Rights and responsibilities
  - Spring 2 Option for the poor and vulnerable
  - Summer 1 The dignity of work
  - Summer 2 Solidarity and the common good.
- Help children understand and be able to take part in all liturgies of their parish and school
- Encourage parents to share in the prayer life of the school.

Worship at St Augustine's is more than just a legal requirement. It is an integral part of school life and central to our Catholic tradition and ethos. Worship both individual and collective, is a vital and deeply important aspect of the school mission. Prayer is woven into the life of the school in such a way as to make communication with God part of the normal, everyday life of the school.

Worship is on a continuum with prayer at one end, liturgy at the other and between these are celebrations of the word.

## ❖ *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 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 (including Celebration of the Word) Lead**

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 are yearly resources shared 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. This includes the evaluation of child led prayer and liturgy
- monitoring of prayer and liturgy is reported to the head teacher 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.

## ❖ *Forms of Prayer and Liturgy*

### ***Dedicated Class Time***

- † Prayers will be said in class four times a day (Morning, Before Lunch, After Lunch and End of the Day). This follows the pattern of prayer within the Church. Children may be selected to lead prayers during this time.
- † Special Intention Prayer Times will be delivered by Class Teachers, when appropriate, to respond to the needs of the community or to a key event.
- † Teacher Led Prayer and Liturgy sessions take place weekly in order for children to learn the traditional prayers allocated to their year group, see good role models for prayer and to have experiences of praying in different ways.
- † 'Child-Led Prayer' takes place weekly as a class act of prayer.

### ***Assemblies***

- † Monday Assembly takes place for the Whole School each week and is known as 'Gospel Assembly'. This provides the children with an opportunity for children to reflect upon the meaning of the Gospel from the previous Sunday. Gospel Assembly is led by the Head Teacher, or in her absence the Deputy Head or SLT.
- † The virtues and Catholic Social Teaching principles are shared each week in Gospel Assembly. Occasionally, guest speakers will be invited to lead assemblies.
- † Friday Assembly takes place for the Whole School each week and is known as 'Celebration Assembly'. This focuses on celebrating the gifts and talents of children and how we can use these for the good of others.
- † Once a half term, a Family Group assembly takes place. This is led by the teacher for the Family group with the support of the Family Leaders. This will include a continuation of the Gospel message and an opportunity to join together in prayer and song.
- † Hymn Practice takes place each Wednesday and is led by Class Teachers.
- † The virtues and Catholic Social Teaching principles are shared each week in Gospel Assembly.
- † Specific classes deliver a Class Assembly to the whole school community e.g. Y5 Harvest, Y4 Pentecost and Y1 Mary.

### ***Mass***

- † Throughout the year there will be opportunities for the School and Parish community to come together in worship and participate in the Mass.
- † Children will be given every opportunity to participate in the preparation and leading of Mass.
- † Each Class is allocated a Mass throughout the year to prepare and lead. This will link to their Class Saint/Unit of Work/linking to a significant celebration in their Class e.g. Holy Communion
- † Whole School Mass is celebrated within School across the year (see School calendar). Each Mass focuses on a particular theme/ celebration in the Church's Calendar/ Saint's Feast Day. Whole School Mass is celebrated on Holy Days of Obligation.
- † Each Class will also have a Class Mass during the Autumn and Summer Term. During the Spring term there will be joint Masses across Phases:
  - Reception, Year 3 & Year 6
  - Year 1 & Year 5
  - Year 2 & Year 4

### ***Staff Prayer***

- † Staff lead prayer each week during briefing on a Monday and Thursday morning.
- † Staff are encouraged to lead this prayer on a rota basis each week.
- † The Parish Priest supports the development of staff prayer during planned Staff Meeting/INSET
- † There are opportunities for Prayer during INSET days and also the celebration of Mass is planned for staff during the year.

### ***Retreat Experiences***

- † We aim to offer all students an off-site retreat experience during their time at St Augustine's.
- † When children are in Year 5 they attend Alton Castle for a day retreat.
- † As part of Sacramental Preparation Year 3 and Year 6 attend a day retreat.
- † One Life Music visit school annually to lead a whole school retreat in which Staff and Governors are invited to attend.

### ***Raising Awareness of Prayer and Liturgy***

- † As a Catholic School we recognise the importance of positive role models and examples in the school community. As such it is important to promote, inform and report to stakeholders about Prayer and Liturgy.
- † The Deputy Head reports to Governors includes an overview of Prayer and Liturgy. This is reported termly.
- † Staff use Social Media to celebrate the opportunities of Prayer and Liturgy presented to children.
- † The newsletter also highlights the importance of Prayer and Liturgy within our School Community and examples of this is celebrated within school.

### ***❖ The Planning, Content and Delivery of Prayer & Liturgy***

Prayer & Liturgy is carefully planned

- Following a structure with reference to the Church's seasons, significant dates pertinent to the school and the curriculum.
- Scripture will be a focus in most acts of worship with flexibility to respond to changing situations within the school and wider community.
- To develop pupil's skills that enable them to prepare, organise and lead worship rather than always participating or contributing in a token way. The skills for leading Prayer & Liturgy begins in Foundation Stage where the children bring into school their prayer intentions and therefore developing links with parents and in Reception sending home prayer bags during the Seasons of Advent and Lent to have special prayer times as a family. During KS1 these skills are further developed leading to the children being confident to independently plan and lead prayer by KS2.
- When planning any services, we use the Gather, Word, Response and Mission model. This model reflects the four parts of Mass and it is a good basis on which to plan Celebration of the Word.
- Every Class from Nursery to Year 6 has a board which supports with the planning of Celebration of the Word. Both adults and children use this to plan their Celebration of the Word sessions (See appendix 2).
- Prayer Bags – Children will take home the Class Prayer Bag from Nursery to Year 6. This is an opportunity to share prayer time together as a family. The bag will go home on a Wednesday and return on a Monday.

### **Child-Led Prayer**

As the children grow in age and confidence, they can take a more active part in the planning and delivery of prayer. Every week, a group of children in each class will lead an age-appropriate aspect of prayer and liturgy for their class with every child given the opportunity to lead (as part of a group) prayer and liturgy.

Children will learn how to choose a theme and lead a Gather, Word, Response and Mission format, however, creativity with their approach is encouraged, with the ultimate ambition that children are all given the opportunity to develop their relationship with God.

Expectations are progressive: each year group will build upon the knowledge that has gone before until children are confident to fully lead prayer and liturgy for their peers.

#### **Progression:**

##### **EYFS**

**Nursery** children will help choose items for the prayer focus and help to reverently set up a welcoming, prayerful environment. It must have **cloth, crucifix, candle and Bible** and one item chosen which reflects the time of prayer.

**Reception** children choose one item for prayer focus and set up focal point (Focal point must have **cloth, crucifix, candle and Bible** and one item chosen which reflects the time of prayer. More independent during Spring Term. Children choose a song to sing from a choice and are beginning to choose a familiar prayer from a selection e.g. traditional prayer, sorry prayer or a thank you prayer.

**KS1:**

Children will choose a song to sing during Celebration of the Word. Consider a reflection question linked to the Celebration of the Word– e.g. how can you share joy today, how do you show that you are grateful... Through led discussion then decide on a Mission (whether that's an action or whole class reflection at the end of the day) Children will also choose a prayer to say too.

In year 2, the children put the candles on, read the reflection question, read from the Bible or quote, read the prayer and explain the Mission.

**KS2:****Year 3:**

When given a theme, children will choose a scripture reading or other relevant reading/source as part of the Word section of Celebration of the Word and under the teacher's guidance, will consider how to respond to chosen scripture. The children use resources to support them and where children are confident, they plan more aspects of prayer.

**Year 4:**

Children will consider the liturgical year, current learning, holy days of obligation, feast days, saints' days, current news and values and virtues when selecting their theme, will consider how to respond to chosen scripture. The children plan all 4 areas of the Celebration of the Word, with support. The children lead on all four aspects, with support, and they also set up the focal point.

**Year 5:**

Under the teacher's guidance and working to become more independent, children plan all four aspects, with support on how to Go Forth (Mission).

**Year 6:**

Children will independently plan, lead and evaluate all four aspects of Celebration of the Word.

**❖ Recording**

Prayer & Liturgy is recorded through displays, collections of pupils' contributions, prayers, reflections, photographs, videos etc. Each class has a Prayer & Liturgy book or Folder, which is used to evidence Class Prayer & Liturgy.

**❖ Community Cohesion**

As part of our mission, we provide children with the opportunities to explore other faiths and cultures throughout the school year. This involves visiting places of worship, inviting members of other religions to speak about their faith and studying aspects of other faiths in class.

**❖ Common Prayers**

Children learn common prayers 'by heart'. Prayers are introduced gradually according to each key stage, with sensitivity to the age, personal development, and capacity of the pupils in the school (See appendix 3).

**❖ Prayer Spaces**

All classrooms have attractive and purposeful focal points that include liturgical images, artefacts, school, and class prayers. These are updated in accordance with the Liturgical Year and children are encouraged to have an input. Our prayer garden provides a wonderful outdoor environment for prayer and reflection.

**❖ Prayer Friends**

Children in Year 6 have a Prayer Friend in Reception. They attend whole school Masses together and join for other prayer sessions during different liturgical times of the year.

## ❖ Resources

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; prayer and liturgy (and RE) are given priority funding, including staff time 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 are furnished and maintained as such and updated to reflect the Church's liturgical season. Staff training and formation costs are funded separately to ensure that all staff can fulfil their responsibility to contribute to the prayer and liturgical life of the school.

Each class has a Liturgy box which contain a variety of different resources for their prayer area. Liturgical cloths will be presented to each class at the end of whole school assembly to mark a change in the liturgical season.

New resources are purchased when necessary.

## ❖ Training & 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 and formation 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.

## ❖ Health & Safety

Health and Safety in Prayer and Liturgy is concerned mainly with the use of candles in the Classroom. Each Class has a prayer focus and care is taken by the teacher to ensure that the candles are lit / held by the children under careful supervision.

## ❖ Monitoring and Evaluation

Monitoring and evaluation of the quality and impact of prayer and liturgy will take place regularly, and involve all key stakeholders: pupils, parents, staff, clergy, and governors. Termly reports are included in the Headteacher's Report to governors. During Curriculum Meetings the Prayer & Liturgy lead will share termly reports, which identify key finds. Areas for development will be identified and issues raised will be actioned and evidenced as appropriate.

The Prayer and Liturgy Coordinator is responsible for producing an Annual Plan of Provision (APOP) before the start of each academic year and this is available in a separate document.

Prayer & Liturgy Co-ordinator – Miss Harwood

Prayer & Liturgy Governor – Deacon Kevin O'Connor

**This policy was reviewed and agreed by staff: September 2025**

**And Affirmed by the Full Governing Body at their meeting on: 16<sup>th</sup> September 2025**

**Review date: Every 2 years**

## Appendix 1



# Celebration of the Word Planner

<b>Date &amp; Time</b>	<b>[Enter here]</b>
<b>Liturgical Season / Feast</b>	[e.g. Ordinary Time / Trinity Sunday]
<b>Group</b>	[e.g. EYFS, Y8, Staff who will be present etc.]
<b>Location</b>	[e.g. Hall / Chapel etc.]

## Preparation & Organisation

<b>Gather</b> <i>Transforming the space for prayer</i>	
<i>What is happening?</i>	<i>What needs to be prepared &amp; by whom? What formation is required to help pupils?</i>
<b>Word</b> <i>What is being proclaimed? Who is proclaiming it? How will be it proclaimed?</i>	
<i>What is happening?</i>	<i>What needs to be prepared &amp; by whom? What formation is required to help pupils?</i>
<b>Respond</b> <i>How will participants respond? What prayer will be used? Will any other actions or hymns/songs be used?</i>	
<i>What is happening?</i>	<i>What needs to be prepared &amp; by whom? What formation is required to help pupils?</i>
<b>Mission</b> <i>How will participants think and live differently because of what they have encountered in this prayer?</i>	
<i>What is happening?</i>	<i>What needs to be prepared &amp; by whom? What formation is required to help pupils?</i>

Appendix 2



**Gather**



**Word**



**Respond**



**Mission**

### **Appendix 3**

#### **EYFS (Nursery & Reception)**

Sign of the Cross  
Our Father  
Hail Mary

#### **KS1 (Year 1 & 2)**

Morning Offering  
Grace Before Meals  
Grace After Meals  
Prayer at the end of the day  
Glory Be

#### **LKS2 (Year 3 & 4)**

Morning Offering  
Grace Before Meals  
Grace After Meals  
Prayer at the end of the day  
Act of Faith  
Act of Love  
The Apostles Creed  
Act of Contrition  
Angel of God  
Prayer of St. Richard of Chichester

#### **UKS2 (Year 5 & 6)**

The Rosary  
The Magnificat  
Come Holy Spirit

## Appendix 4



## Mass Planner

Date	[Enter here]
Type	[e.g. Feria, feast day, memorial, holy day of obligation etc.]
Congregation	[e.g. KS3, Year 2, whole school etc.]
Staff overseeing preparation	[Enter here]

### WELCOMERS

*Pupils who welcome the congregation & distribute Mass resources*

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### LITURGY OF THE WORD

*Readers to walk together, stand in a line in front of the altar, bow together, and proceed to the lectern*

First Reading		Proclaimed by:	
Psalm		Proclaimed by:	
Second Reading (optional)		Proclaimed by:	
Gospel			

### THE PRAYER OF THE FAITHFUL

*Readers to walk together, stand in a line in front of the altar, bow together, and proceed to the lectern*

1. For the needs of the Church	Reader:	
2. For the world	Reader:	
3. For those in need	Reader:	
4. For the local community	Reader:	
5. For those who are sick or have died (optional)	Reader:	
6. Hail Mary (optional)	Reader:	

### OFFERTORY BEARERS

Gift bearer (bread):		Gift bearer (wine):	
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### ALTAR SERVERS

*Please ask experienced altar servers*

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### PARTS OF THE MASS

*Singing the parts of the Mass should be prioritised over singing hymns. Hymns should be linked to the liturgical year and used in the correct part of the Mass.  
[Click here for guidance](#)*

Parts of the Mass to be sung:	Hymns to be sung: