



Prayer and Liturgy Policy **Spring 2024**

Our Mission - Omnia Pro Christo

Cardinal Wiseman Catholic School was founded by, and is part of, the Catholic Church. Our ethos is made explicit to our pupils, staff, parents and community through our commitment to the Wiseman Virtues. These virtues embody what it means to be a person committed to leading a life of moral purpose, whether that person is of the Catholic faith, or of any other faith background, or of no faith at all.

In our school we find inspiration from the motto of Cardinal Wiseman, 'Omnia Pro Christo' – meaning 'All for Christ'.

Cardinal Wiseman Catholic School is a community built on the teachings and person of Jesus Christ where everyone aspires to the Wiseman Virtues so that our learning and living is "all for Christ".

Through Collective Worship, our pupils will be guided to grow closer to God and be inspired to be the best version of themselves - who God has called them to be

Rationale

Collective Worship - our aims

Prayer and liturgy are paramount to the spiritual life of the school and to all students' moral and spiritual development - regardless of their faith. Prayer is a vital part of our Catholic school's distinctive ethos.

Taking part in daily prayer helps build community cohesion by creating a consistent structure around the core values and symbols of Christianity.

Prayer and Liturgy at Cardinal Wiseman Catholic School aims to provide, for all students and staff:

- The opportunity to experience and build a sense of belonging and develop community spirit.
- Time to reflect on and contribute positively to spiritual and moral issues.
- Time to respond to and celebrate life.
- The freedom to explore our own beliefs and values.
- The opportunity to learn, understand and value prayers of the Catholic faith and tradition.
- Development of knowledge, understanding of and response to the Liturgical Year.
- Time for contemplation of the mystery of God.

- Opportunity to encounter and engage with prayer which is relatable and relevant to pupils, whilst remaining wholly faithful to Catholic teaching, modelled by Lay people of faith.

Responsibilities

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.

Headteacher and senior leaders

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 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.

Lay Chaplain

The Lay Chaplain 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
- 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 Advisory Service and others is maintained to ensure they keep updated with best practice.

The Liturgical Year

Throughout the year there are opportunities for the community to come together in worship and participate in a range of Collective Worship. Collective Worship annual plan of provision will outline such opportunities at the beginning of each year and be shared with governors, staff, pupils and parents alike. .

Special consideration will be given to key seasons of the Liturgical year, with opportunity for mass during all Holy Days of Obligation (The Epiphany, All Souls, The Feast of St Peter and St Paul and Ash Wednesday). There will also always be an opportunity to celebrate mass as a school community at the end of each term.

Separate whole-school liturgies will take place at poignant times of the year - for example Remembrance Sunday and National Holocaust Memorial day, as well as whenever else is appropriate for our school community, in times of joy and sorrow.

Daily Rhythm of prayer

There will be opportunity for Collective Worship at least twice every day.

- During formation - pupils will join together for prayer each day
- At the end of the school day
- During Raising The Bar briefings, where we gather together as a school community and go forth with purpose.
- Every assembly will begin or end with Collective Worship

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 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 of Prayer and Liturgy

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. Monitoring and evaluation will include, but is not limited to:

- Visits to formation groups by Senior Leaders
- Visits to formation groups by Mission Leads (pupil leadership)

- Senior Leader observations and feedback from assemblies 0
- Termly Pupil Voice activities for all year groups
- Parental responses to evaluation questionnaires
- Parental invitations to and feedback from acts of Worship
- Governor visits and feedback of Collective Worship.

Areas for development will be identified and issues raised will be actioned and evidenced as appropriate

Legal requirements

Worship at Cardinal Wiseman Catholic school is much more than a legal requirement. It is an integral part of our school life and identity and central to the Catholic tradition. Parents and Carers have the right to withdraw their child from the daily act of collective worship if they wish for children up to the age of 16. The DFE guidance on this can be found [here](#).

Inclusion and Equal opportunities

At Cardinal Wiseman we are proud to be a diverse community of faith. We strive for prayer and liturgy to be accessible to everyone in our school community and inclusive to all. Students of different faith traditions are supported to pray in fidelity to their own commitments. Staff are supported through regular CPD in prayer and liturgy and can receive further support from the Lay chaplain or senior leadership team

Review

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

The policy will address:

- Context
 - The importance of prayer and liturgy in the context of a Catholic school.
 - The particular character of the school.
- Statement of requirement
 - That the provision of prayer and liturgy in a Catholic School fulfils the legal requirements (see the sections 'Legal requirements' and 'Within our Catholic schools' in 4.1).
 - Provision to fulfil pupils' entitlement to experience a range of the liturgical treasures of the Church (e.g., see the sections 'Key principles' in 6.2, 'Devotions' in 6.3, 'Introduction' (7.1), and 'Liturgy of the Hours' and 'Worship of the Eucharist outside Mass' in 7.6).
 - The shared repertoire of prayers and liturgical music with which pupils in the school will be familiar (see the sections 'Key principles' in 6.2, 'Other times of prayer' (7.7) and Appendix 9.5).
- Responsibility
 - Governors (see the section 'In practice' in 4.1)
 - Headteacher (see the section 'School leaders' in 4.2)
 - Prayer and Liturgy Coordinator (see the section 'Prayer and Liturgy Coordinator' in 4.2)
- Overview of prayer and liturgy provision
 - This will refer to the various models of prayer and liturgy offered in section 7.
- Resourcing
 - This is reflected in the annual budget allocation and available resources, including staff time, chaplaincy provision, and dedicated spaces for prayer and liturgy which are worthily equipped.
- Training and formation
 - This will include professional development of staff (individuals, groups, and all), the induction of new staff, and the formation of liturgical ministers. Any costs will need to be funded (see section 3.3).

- Monitoring and evaluation
 - The process by which the governors are informed of the implementation of this policy. This should occur at least annually and involve key stakeholders: pupils, parents, staff, clergy, and governors.
- Review
 - The policy should be reviewed regularly – at least every three years – to ensure that it continues to meet the needs of the school community.

See Appendix 9.4 for a model policy.

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- 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.

4. **Overview of prayer and liturgy provision**

[In this section of the policy, an overview of the provision is given. It will outline when prayer and liturgy take place, and the daily and weekly pattern of prayer and liturgy offered in the school. It will also include when Mass is celebrated across the year, when there are opportunities for the Sacrament of Reconciliation, and when there are special liturgies. This section of the policy is similar to but less detailed than the Annual Plan of Provision. The Annual Plan of Provision will include, for example, dates, who is responsible, and much more detail.]

5. **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.

6. **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.

7. **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.

Common prayers

3. **Review**

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