



St Anne's R.C.  
Primary & Nursery School

## Prayer and Liturgy Policy

### *St, Anne's Mission Statement*

*"To help every person here to achieve his or her best in work and in play.*

*To celebrate whatever is good and to follow in the footsteps of Jesus by supporting and forgiving each other,*

*For the honour and glory of God."*



### **Introduction**

At St. Anne's, we are dedicated to living out the teachings of Jesus Christ in everything we do. This commitment is reflected in our policies and daily practices. The governors and staff at St. Anne's aim to create a safe and nurturing environment where the Gospel values of Our Lord Jesus Christ are both taught and lived, where prayer and celebration are at the heart of school life, and where spiritual growth is encouraged within the broader curriculum.

As Catholic educators, we are privileged to carry out the mission given to us by Jesus: "Go out and teach all nations." Guided by our mission to help every person here achieve their best in work and play, we celebrate all that is good and follow the footsteps of Jesus by supporting and forgiving one another.

Our school's greatest mission is to live by the Rule of Love, inspired by Jesus' teaching: to love the Lord our God with all our heart, soul, and mind, and to love our neighbour as ourselves. This call to love shapes who we are, how we learn, and how we treat one another each day.

In doing so, we invite everyone to experience a loving and personal relationship with God, living life to the fullest, for the honour and glory of God.

Therefore, we aim to:

- Foster spiritual growth in every individual.
- Live out our mission in all aspects of school life.
- Reflect on the mystery of God and deepen our relationship with Him.
- Respond to and celebrate our achievements, embracing all of life's blessings.
- Highlight and reinforce the Catholic ethos of our school through prayer.
- Encourage children of all faiths to express their feelings and emotions through individual, group, class, and collective worship.
- Support each child in living, growing, and contributing through prayer within our school community.

## **Prayer and Liturgy at St. Anne's**

At St. Anne's, we believe that prayer and liturgy are powerful expressions of God's presence in our lives. They offer us the opportunity to give glory, honour, praise, and thanks to God. Prayer is our loving response—through our thoughts, feelings, words, and actions—to God's invitation to enter into a relationship with Him, made possible through the work of Jesus Christ and the witness of the Holy Spirit. In prayer, we can speak openly to God, knowing that He formed us in His image and knows us deeply.

Worship at St. Anne's is an integral part of our school life, central to our Catholic tradition and heritage. It is a powerful means of shaping and strengthening our ethos and values as a community.

We believe that prayer and liturgy should reflect the diverse religious and educational needs of all who participate:

- Those who are part of the worshipping community in the church.
- Those for whom St. Anne's may be their first and only experience of church.
- Those from other Christian traditions or none.
- Those from other faith backgrounds.

We offer:

- Daily prayers at the beginning and end of each day as well as before and after lunch.
- Weekly class collective worship and at special reflections as part of our RE curriculum.
- Weekly whole school assemblies led by teachers and children
- Whole school masses throughout our Liturgical Year
- Year 1-6 masses on a rota basis. Parents and parishioners enjoy attending these masses.
- Weekly Hymn Practice to celebrate our Lord
- Additional services linked to the liturgical calendar e.g. Advent/Christmas, Lent and Easter.
- Caritas in Action week with prayerful opportunities every half term.

## **Statement of Requirement**

At St. Anne's, we ensure that children are provided with an act of daily collective worship through prayer, occurring four times a day (Section 70, 1988 Education Act). This worship is in full 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).

In line with the law, we recognise and respect parents' legal right to withdraw their children from prayer and liturgy up to the age of 16 (School Standards and Framework Act 1998, s.71(1A)). At St. Anne's, we ensure that parents are deeply involved in their children's religious journey, supporting them every step of the way.

Our provision for prayer and liturgy ensures pupils experience the rich liturgical traditions of the Church, including a shared repertoire of prayers and hymns that they become familiar with

through hymn practice and collective worship assemblies. Prayer and liturgy are not designated as curriculum time; each class has a dedicated time slot for planned prayer and liturgy, ensuring it does not overlap with Religious Education instruction.

### **Responsibility:**

#### **Governance**

At St. Anne's, our Governors prioritise prayer and liturgy as central to the Catholic life of the school. Meetings are always opened with prayer, and Religious Education is a regular topic of discussion. Our prayer and liturgy policy is closely monitored and updated as needed, and it is regularly shared with the Governors. They ensure the budget remains a priority for RE, allowing for the adequate resourcing of class prayer and liturgy resources.

#### **Headteacher**

The Headteacher plays a pivotal role in ensuring that prayer and liturgy remain at the heart of the Catholic life of St. Anne's. This includes overseeing daily prayer, collective worship assemblies, celebration assemblies, and whole school Masses. Prayer and liturgy are integrated throughout the school day, in accordance with the guidance set out by the Prayer and Liturgy Directory 'To Love You More Dearly'.

Spontaneous prayer is also encouraged, with various spaces throughout the school where children can stop and pray. Each class has quiet place to reflect around our class altars and there are community areas, such as our prayer space at the front of school. All classes attend Prayer and Liturgy weekly in our school Chapel, which provides a sacred space for quiet reflection. Outdoors, the children use our prayer spaces for spontaneous prayer and for Celebration of the word. We have a Laudato Si' garden located in KS1, and our Peace Garden located in KS2. All classes are provided opportunities to pray in both areas.

The Headteacher works closely with the RE Lead to ensure prayer and liturgy are effective and that all staff receive appropriate support and training.

- The Headteacher collaborates with leaders for prayer and liturgy to maintain alignment with the school's mission.
- Staff responsible for prayer and liturgy are given suitable training and formation to ensure adherence to the school's guidelines.
- Resources for prayer and liturgy are appropriately provided throughout the school.

### **Prayer and Liturgy Coordinator:**

The Prayer and Liturgy Coordinator at St. Anne's ensures that prayer and liturgy are at the heart of the Catholic life of the school, fully aligned with the guidance set out by the Prayer and Liturgy Directory.

At St. Anne's, there is daily planned prayer for all pupils, tailored to their age and ability, as outlined in the Prayer and Liturgy Directory. Pupils are supported in their liturgical formation, encouraged to take an active role in the planning, preparation, and delivery of prayer and liturgy

in a way that reflects their developmental stage and capacity. This progressive participation allows children to grow in confidence and eagerness to lead prayer sessions.

The RE Lead and Headteacher work closely together to monitor and evaluate the effectiveness of prayer and liturgy, with feedback informing future planning. This collaborative approach helps to support the ongoing development of the Catholic life of the school and ensures prayer and liturgy remain central to school life.

### **Overview of Prayer and Liturgy Provision:**

#### Whole School Collective Worship (Assemblies)

Tuesday: - Whole school Collective Worship

Wednesday- Hymn Practice (Within Key Stages in the hall)

Friday: Celebration Assembly - whole school

It is acknowledged that prayer and liturgy and assembly are two distinctive activities, but they may sometimes form part of the same gathering.

#### Celebrating Mass

Throughout the year, St. Anne's hosts Masses within the school and visits the Church to mark significant moments in the Liturgical calendar. Our pupils take an active role in leading Mass, reading in front of the congregation, and participating in various parts of the service. They read scripture, lead the prayers of intercession, present the offertory, proclaim the Gospel Acclamation, and sing hymns. Each class is timetabled to lead Mass, working closely with our Parish Priest to prepare and ensure a meaningful celebration. For more details on the Masses throughout the year, please refer to our APOP, which offers a more tailored overview.

Additionally, every month, our children are invited by our Parish Priest to lead hymns and serve as the children's choir for Sunday Singing Super Stars. This has been a joyous and enriching experience, deeply connecting our children with the life of the Parish.

#### School assemblies

In addition to regular collective worship, St. Anne's holds special assemblies throughout the year to mark key moments in the Church's liturgical calendar and to celebrate important causes. These include assemblies for Remembrance, Caritas in Action, Advent, Nativity reflections, family Christmas carols, Lenten reflections, Holy Week, Stations of the Cross, and the Passion of Our Lord. We also hold assemblies for Laudato Si' Week, Refugee Week, and other significant events that reflect our school's commitment to faith and social justice.

These assemblies have a strong prayer focus and are led by our pupils, with guidance from the RE Coordinator, Headteacher, teachers, and class groups. Children actively take on leadership roles, planning and delivering prayers, reflections, and songs. The assemblies provide an opportunity for our school community to come together in prayer and reflection, and we warmly invite our parishioners, parents, and the wider community to join us in these special occasions.

Our GIFT team serves our school community by taking on a range of important ministries, each rooted in prayer, service, and love. As ministers of hospitality, they help prepare a welcoming and prayerful environment so that everyone can fully participate in worship. As readers and intercessors, they proclaim God's Word clearly and thoughtfully, helping others to listen with

their hearts as well as their ears. Through music, whether as cantors, choir members, or instrumentalists, the GIFT team leads the community in prayerful song, deepening our celebration and bringing us together as one. As servers, they ensure that liturgies run smoothly and reverently, serving quietly and faithfully as a visible example to others. In all these roles, the GIFT team lives out the Rule of Love by serving God and our neighbour with care, commitment, and joy.

### **Ministers of Hospitality**

- Prepare the space so everyone feels welcome and able to pray.
- Help create a calm, respectful, and prayerful atmosphere.
- Greet members of the community with warmth and kindness.

### **Readers and Intercessors**

- Proclaim the Word of God clearly so everyone can hear and understand.
- Read at a steady pace, allowing time for reflection.
- Lead the Prayers of the Faithful, helping the community pray together.

### **Music Ministry (Choir)**

- Lead the community in sung prayer.
- Use music to deepen participation and reverence in worship.
- Support the mood and meaning of the liturgy through song and music.

### **Servers**

- Serve with reverence, focus, and quiet confidence.
- Model respectful behaviour and prayerful participation for others.

## **Prayer**

We will foster through daily prayer our personal relationship with God our Father. This may be in one of the following ways:

- Daily prayers
- Prayers of silence
- Spontaneous prayers
- Praying through gesture or action
- Formal prayers

Daily prayers will be said:

- At the start of the day

- Before lunch
- After lunch
- At home time
- When appropriate at other times

Prayers should be:

- Personal. Children should be allowed to pray on their own and in silence. Children will be encouraged to pray from the heart and develop reverence, spirituality and a relationship of extraordinary respect with God and each other.
- Commonly said within classes, as a school including liturgies
- Traditional, modern, spontaneous, through songs, drama or liturgies.

Classes should contain a focal point for prayer and worship. This can be as a holy area which may be made up of Bibles, prayer books, books containing stories from our faith, candles, artefacts and children's work.

Children will be provided with positive and meaningful liturgical experiences, tailored to their age, ability, and family backgrounds, to help them prepare for participation in the liturgical life of the Church. To ensure these experiences are effective, celebrations will:

- Be age-appropriate in both content and duration, taking into account the children's understanding and prior experience.
- Be paced thoughtfully to allow for reflection and engagement.
- Be simple yet enriching, offering a variety of experiences through different groupings and settings, ensuring that all children can actively participate and feel included.

**Collective worship in our school will be:**

- properly planned
- adequately resourced
- recorded
- monitored and supported
- evaluated through supportive learning walks

**Traditional Prayers:**

As a Catholic school we have the responsibility to teach prayers which are part of the Catholic tradition. It is agreed that children should become familiar with or know the following prayers:

| Age Phase  |  |   |   |
|--|--|---|---|
| EYFS   | 5 – 7 (KS1)  | 7 – 9 (Lower KS2)   | 9 – 11 (Upper KS2)  |
| <ul style="list-style-type: none"> <li>• The Sign of the Cross</li> <li>• Morning Prayer</li> <li>• Grace before meals</li> <li>• Afternoon prayer</li> <li>• CAFOD prayers for the Common Good &amp; Human Dignity</li> </ul> | <ul style="list-style-type: none"> <li>• The Lord's Prayer</li> <li>• Hail Mary</li> <li>• Glory Be</li> <li>• CAFOD prayers for Stewardship and Subsidiarity</li> </ul> | <ul style="list-style-type: none"> <li>• The Apostles' Creed</li> <li>• An Act of Contrition</li> <li>• Angel of God</li> <li>• Come, Holy Spirit</li> <li>• The Prayer of St Richard of Chichester</li> <li>• Hail Holy Queen</li> <li>• CAFOD prayers for Participation &amp; Solidarity</li> </ul> | <ul style="list-style-type: none"> <li>• The Nicene Creed</li> <li>• Morning Offering</li> <li>• The Rosary</li> <li>• The Magnificat</li> <li>• Act of Faith</li> <li>• Act of Hope</li> <li>• Act of Love</li> <li>• CAFOD prayers for the Preferential Option for the Poor and Distributive Justice</li> </ul> |

Our Key Stage Prayer booklets are available on our school website so families can practice them further together at home.

### **Planning**

Planning for Prayer and Liturgy will be documented weekly on a dedicated planning sheet. This may align with themes such as the Wednesday Word, the Mark 10 Mission, the Church's liturgical calendar, or other spiritual opportunities for reflection. Additionally, it will incorporate current or global themes, thoughtfully considering the diverse faiths and cultures within our school community. The goal is to broaden the children's understanding of key issues while providing a deeply reflective experience that fosters empathy and spiritual growth.

### **Inclusion**

St. Anne's is committed to provide a range of activities in Prayer and Liturgy for all children. Acts of worship/ celebrations will be short and appropriately paced; including a range of experiences offered in a variety of groupings and settings. All children, including those with Special Educational Needs (SEN) and English as an Additional Language (EAL) are integrated and supported in the teaching and learning of RE and Prayer and Worship.

### **Sacramental Programme**

St. Anne's actively supports the Parish in preparing Year Three children for their Sacramental Programme Journey. Meetings are held after Sunday Mass to engage and support parents in their commitment to their child's spiritual development. In addition, workshops are organized to guide the children through the Sacramental Programme, ensuring they receive the knowledge, understanding, and spiritual support needed to fully embrace their Catholic faith. This collaborative effort ensures that the children are well-prepared to be welcomed into the St. Anne's community. Once all the children have made their First Holy Communion, we celebrate with a special Mass, where the Year 3 children take an active role in leading the liturgy.

### **The Wednesday Word**

Each week, The Wednesday Word is shared via the school newsletter offering families the opportunity to engage with and prepare for the upcoming Sunday's Gospel. This initiative

encourages parents and carers to reflect on the readings with their children throughout the week, fostering deeper connections with the liturgical calendar and the Word of God.

By sharing the Gospel message in advance, families can come together to discuss its meaning and relevance in their lives, enabling a richer experience during the Sunday Mass. The Wednesday Word also provides a valuable opportunity for parents to actively participate in their child's faith development, creating a bridge between home, school, and the Church. It strengthens the partnership between St. Anne's and the wider parish community, encouraging families to live out the Gospel message in their everyday lives.

### **Mark 10 Mission**

The Mark 10 Mission is a weekly resource at St. Anne's, enriching our children's spiritual lives and helping them to live out their Catholic faith. Each class participates in a weekly *Celebration of the Word*, guided by the principles of the Mark 10 Mission, which encourages children to develop a deep understanding of the teachings of Jesus Christ.

During these sessions, the children reflect on key Gospel messages and are given opportunities to respond through prayer, discussion, and reflection. The *Celebration of the Word* fosters a sense of community and shared worship, where children not only grow in their faith but also take an active role in the liturgy, helping to lead prayers and meditations.

This resource is designed to make the Gospel accessible and relevant to the children, promoting personal and spiritual growth as they learn to live out the mission of Christ in their daily lives. The Mark 10 Mission supports our school's vision of helping every child to live in the light of God, fostering a culture of faith, hope, and love.

### **Resources**

A wide range of resources are available to support Prayer and Liturgy at St. Anne's. Each class has access to both visual and written materials that help create meaningful prayer spaces, making learning tangible for the children. The use of reflective music further enriches the prayer and worship experience, fostering a reverent atmosphere. Resources have also been purchased to reflect the diversity of faiths, ensuring that the children are exposed to a broad spectrum of religious practices. The school Chapel is a dedicated space for prayer, and it is used weekly by the children to lead the Celebration of the Word.

### **Training and Formation**

At St. Anne's, we are committed to ensuring that all staff are well-equipped to plan, deliver, and lead meaningful prayer and liturgy. Each school year, and during designated INSET days, we provide dedicated CPD to support staff in the effective delivery of prayer and liturgy. Our practice begins with a whole team prayer and liturgy session during weekly meetings, where staff have the opportunity to experience and reflect on a model of a well-structured prayer session.

New staff members are fully supported in their roles, with access to all necessary resources, prayers, and planning materials. They are given guidance on how to lead prayer and liturgy sessions, ensuring they feel confident and prepared. Teachers play an active role in supporting children as they lead prayers during prayer and liturgy sessions, helping them develop their leadership skills and fostering a deep sense of responsibility.

Our RE Lead attends monthly online training with the Salford Diocese, keeping the school informed of any updates, changes, or professional development opportunities related to liturgy and prayer. In addition, both the Headteacher and RE Lead and teaching staff attend relevant training sessions offered by the Diocese throughout the year, ensuring that St. Anne's remains aligned with best practices and the most current guidance on liturgy and prayer.

We also work closely with other schools in our Diocese, sharing resources, ideas, and strategies to enhance our collective understanding of liturgical practice and foster a strong sense of community across schools.

### **Monitoring and Evaluation**

Monitoring and evaluation of prayer and liturgy at St. Anne's involves regular learning walks during sessions to provide feedback and support where needed. Informal planning discussions with teachers also take place to reflect on strengths and areas for improvement. These processes help ensure that prayer and liturgy remain central to our school life, with ongoing professional support to enhance the experience for all students.

### **Review**

This policy will be continually reviewed as part of the regular cycle of policy reviews.

Updated:

L.Chadwick (January 2026)

Review: (June 2026)