

Prayer and Collective Worship Policy



St. Anne's Catholic Primary School,
Chertsey

Person Responsible:	RE Co-ordinator/H/T/DHT
Date policy reviewed:	March 2023
Reviewed by:	Teaching staff, Head Teacher, Governors
Date of next Review:	March 2025



Praying the Rosary as a whole school



Whole School Celebration Masses

St. Anne's Collective Worship Policy

St. Anne's Mission Statement:

With Christ at the centre of our lives, we live out our call to serve the young;

**"It is not enough to love children,
They must know that they are loved."**



The Nature of Collective Worship

We believe that Christian worship in a Catholic school names and celebrates God's presence in our lives. It is concerned with giving glory, honour, praise and thanks to God. It is our loving response, in word and action, to God's invitation to enter into relationship, made possible through the work of Jesus Christ and the witness of the Holy Spirit.

'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.'¹

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.) We understand that simply holding an assembly that includes a prayer, said either by the teacher or everyone present, does not fulfil this requirement. We also acknowledge that collective worship 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.

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.

Parents have a right to withdraw their child from Collective Worship. However, given the importance of Collective Worship in a Catholic school, parents and prospective parents will be made aware of the fact that it can never be confined to 'timetabled slots' but may take place in a variety of contexts other than those which are specifically structured, within Come and See RE curriculum. Collective Worship at St. Anne's is an important part of its Catholic distinctive ethos.

The Place of Collective Worship in the Life of St. Anne's Catholic School

Worship in **St. Anne's Catholic** School is more than just a legal requirement. It is an integral part of school life and central to the Catholic tradition.

Collective worship takes into account the religious and educational needs of all who share in it:

- Those who form part of the worshipping community in church;
- Those for whom school may be their first and only experience of church;
- Those from other Christian traditions – or none;
- Those from other faith backgrounds

¹ Christ at the Centre Rev Marcus Stock, 2005

The Aims of Collective Worship

Collective Worship in St. Anne's Catholic School aims to provide opportunities for all pupils and staff:

- To contemplate the mystery of God
- To reflect on spiritual and moral issues
- To explore personal beliefs
- To respond to and to celebrate life
- To experience a sense of belonging and to develop community spirit
- To develop a common ethos and shared values
- To enrich religious experience
- To grow in liturgical understanding and development
- To pray using prayers which are part of the Catholic tradition
- To reinforce positive attitudes
- To participate fully
- To take time out 'to wonder at', 'to come to terms with' and 'to give worth to.'

Principles

All acts of worship in St. Anne's Catholic school will:

- Give glory and honour to God;
- Be a quality activity, fundamental to the life of the school and its Catholic character;
- Enable pupils to develop skills so that they can prepare, organise and lead worship;
- 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.² Celebrations will be appropriate to the age and groupings of the children.

Planning, content and celebration

Collective Worship is planned following a structure with reference to the Church's seasons, Come and See, feast days, the curriculum and significant dates e.g. CAFOD Family Fast Day, British Values and Protective Characteristics.

The parish and parents are invited to participate in celebrations such as an end of school year mass, the Rosary in October and May and school assemblies.

A variety of prayer styles will be used appropriate to the age of the children and the occasion.

We have formal prayers taught to all the children including the Our Father and Hail Mary. The children are encouraged to participate in spontaneous prayer within their own class on a daily basis as well as in collective worship.

As part of Collective worships, children are taught the responses in mass and learn for examples different 'Alleluias' all of which children choose which they would like to sing.

Liturgical Assemblies – Collective Worship

Assemblies are important regular occasions when we reinforce the sense of being a community centred on Christ.

Structure of our Collective Worship:

1. Gathering - welcome
2. The Word - readings from Scripture
3. Reflection - responding to the Word of God, intercessions
4. Moving on - sending forth

² Directory for Masses with Children, paragraph 9.

1. Gathering – welcome

When we gather during Collective Worship, at St. Anne's, we believe the atmosphere is important so staff and children arrive silently and listen to music. The music is a mixture of hymns from around the world to prepare pupils to listen to the Word of God. Teachers should see themselves as responsible for the behaviour of their class as they enter a Collective Worship. Pupils should enter in an orderly and appropriate way.

2. The Word - readings from Scripture

Collective Worship Theme

The starting point for a whole school Collective Worship (Tuesday) should be the Scripture readings from the previous Sunday. This will enable all the children at St. Anne's to experience the Christian feast of Sunday. The other Collective Worship's in the week will follow themes, for example: British values, our school values and protective characteristics, all linking to our beliefs and scripture readings.

3. Reflection - responding to the Word of God

At this point, the response to Scripture can be original and stimulating, for example drama, art (visual focus), mime, songs, quiet reflection, prayer and music. Collective worship offers regular opportunities for community song and gathering together.

Collective Worship is the key time when the community prays together. The whole Collective Worship should be seen as prayer.

4. Moving on - sending forth

Whatever Collective Worship theme is developed, there should be some aspect that enables students and staff to link it to their lives and invite them to respond. This can be quite simple such as asking a question or more elaborate in terms of giving detailed examples. For instances, an assembly based from Mark 4:30-32 (The parable of the mustard seed) might elaborate on how pupils could act on something/start something small which could make a huge difference.

The timetable of Collective Worship is as below:

WHEN?		Who by?
Monday	In class (KS2 pupils lead)	Teachers or KS2 pupils
Tuesday	EYFS, KS1 and KS2	Head Teacher/Deputy Head Teacher
Wednesday	KS1 inc EYFS and KS2	KS1 or KS2 teachers
Thursday	In class (KS2 pupils lead)	Teachers or KS2 pupils
Friday	EYFS, KS1 and KS2 celebration	Head Teacher/Deputy Head Teacher

Monitoring and Evaluation

Collective Worship is monitored using Collective Worship monitoring form, (Appendix 1a) and prayer areas monitored (Appendix 1b).

Following monitoring, training needs will be identified and outcomes used to inform SEF 48.

Resources

Each teacher receives a crib in September and training throughout the year for collective worship.

Resources are kept in a central place at St. Anne's. (Opposite the Head teacher's office).

Resources that can be found: Crucifixes, storybooks, cloths, rosaries etc;

RE council go around classes and update lead on what resources are needed.

All ks2 classes have new Good News Bibles from September 2019.

Music resources kept on shared area for staff to use in collective worship

Set PowerPoint structure given to staff

Each class has a 'collective worship' box and Bibles to use when planning collective worship (Appendix 2)

The learning environment

'Symbols and icons of the Catholic faith when displayed in school and throughout its premises will help the school community and visitors to experience the uniqueness and sacredness of this learning environment'³

Focal points in each classroom and throughout the school will reflect the liturgical season and will reference Come and See topics. In this way they will be an outward sign of the school's ethos.

³ Christ at the Centre Rev Marcus Stock, 2005

Other opportunities

See calendar for the Liturgical year at the end of the policy. Appendix 3

Eucharist

See calendar for the Liturgical year at the end of the policy. Appendix 3

The Co-ordinator for Collective Worship

Rebecca Kemp-Smith

Hanorah Murphy whilst Rebecca goes on Maternity

Policy Monitoring and Review

This policy is monitored by the Collective Worship coordinator and is evaluated and reviewed by the whole school staff and governors every two years. The Foundation Governors in particular will play a most important role.

Appendix 1a

Collective Worship Observation Record

Date and Time:

Present: Whole school / Key Stage / Class

Leader:

Theme of Act of Worship:

Focus	Areas to celebrate	Actions Required
<p>Setting the Atmosphere and Preparing for Worship: Is there a plan available with content to meet the needs of all present? Is there an appropriate focus? Are the resources used suitable? Are ICT / Music etc. prepared and ready? Do all the readers / leaders have all they need? Have all support staff been briefed? Have invitations been sent to members of the community (if appropriate)? Is the environment suitable and ready?</p>		
<p>Gathering: How do participants gather – is there a sense of order and respect? Is there a procession / movement to another area? How is a prayerful atmosphere created? Is there an invitation to participate? Does everyone feel welcome? Is the purpose of the act of worship clear and the focus explained?</p>		

Focus	Areas to celebrate	Actions Required
<p>Listening to the Word: Is the Scripture they are listening to suitable? Is the Word treated with reverence? Has / have the reader(s) been well-prepared so as to engage the listener? How is the 'reading' shared – role play, music, power-point etc.? Is it suitable for the participants? Do participants listen attentively? Do they show good listening skills?</p>		
<p>Responding: Is there maximum participation? Is time given for individual silent reflection? Do children pray / respond wholeheartedly? Are adults good role models? Do all adults participate? Are participants invited to respond in an appropriate manner? (in a variety of ways?)</p>		
<p>Going Forth: Does Worship conclude appropriately? Do participants leave Collective Worship in a suitable, orderly manner? How are they enabled to take the message away with them?</p>		

Focus	Areas to celebrate	Actions Required
<p>Overall: Was it a positive, enriching religious experience for all present? Has this worship enhanced the spiritual and / or moral development of those present? Was the time and content appropriate for the age, ability and background of the children? Did all parts of worship help to develop the Liturgical formation of participants? Was it well-organised, led and presented? Was there a sense of community, common ethos and shared values?</p>		

A copy of this monitoring sheet has been given to Class Teacher:

Date:

Monitoring of prayer areas

Teacher – _____

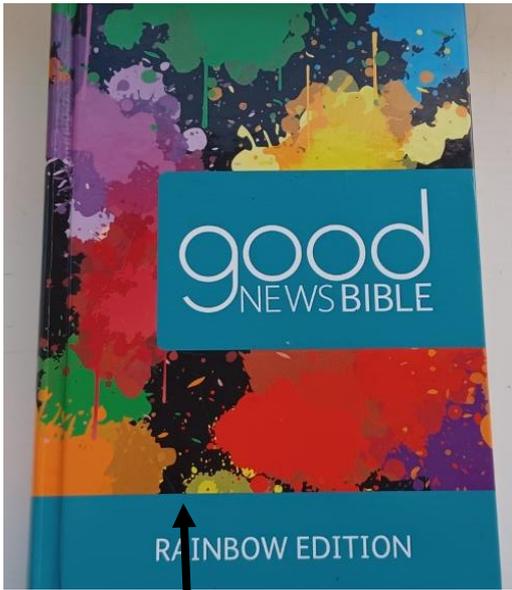
Class name – _____

Date – _____

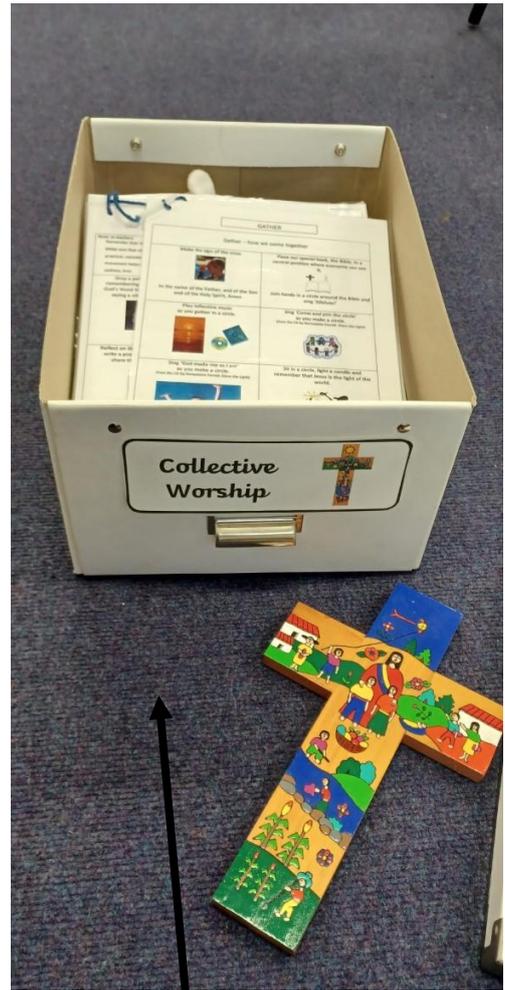
The prayer area is prominent in the classroom	Yes/No
The prayer area looks clean, fresh and well-presented	Yes/No
The prayer area reflects the current topic/liturgical year e.g. rosary in October	Yes/No
The prayer area has the correct colour cloth	Yes/No
Do pupils help look after the prayer area?	Yes/No
The Bible is prominently displayed	Yes/No
The Bible is open to scripture reading of day/theme	Yes/No
The prayer area is used interactively e.g. has prayer intention cards, prayer pebbles	Yes/No
Is there a candle on the prayer display?	Yes/No
The prayer area is used regularly by teachers and pupils	Yes/No
Areas for development: _____ _____ _____	

Signed: _____

Appendix 2



Bible's used during Collective Worship



Each class has a collective worship box which they can use for planning of class collective worships.

Collective Worship

	Day 1	Day 2	Day 3
Gather 			
Listen 			
Respond to the word 			
Mission and Mission 			

Planning sheet for weekly Collective Worship's that staff and pupils can use.



Appendix 3 - Liturgical Year

With Christ at the centre of our lives, we live out our call to serve the young;

"It is not enough to love children. They must know that they are loved." St. John Bosco

Continuous	Daily collective worship either in class or in the hall. Assemblies- Celebration class assemblies throughout the year and a celebration assembly every Friday. Year 2-6 to attend weekday mass in the parish once a term.		
Autumn Term	Spring Term	Summer Term	
Whole school mass- Beginning of the school year -September. (years 2-6)	Whole school mass- St. John Bosco. January. (Years 2-6)	Rosary every morning during May. (Parents invited).	
Xavier Mass for staff to start year			
Coffee morning for parents	Inset Days - Collective worship for staff	Whole staff INSET day-	
CAFOD assemblies	Mother's day Mass at the Church: Year3	CST for years 5 and 6	
EYFS Welcome Assembly with year 2	Reconciliation services for Lent. KS2	May procession for whole school	
Rosary every morning during October. (Parents invited) RE council to train pupils in lunchtimes and support the Rosary	Fundraising during Lent - this year focus is on local families supporting the 'Catholic Children's Society' Actions during Lent sponsored	Holy Communion Year 3. Parents are invited in for a celebration assembly.	
Harvest Festival- KS1 and KS2	Ash Wednesday service for KS2	Year 6 leavers/last day of school Mass	
All souls day service, remembrance book throughout November			
Years EYFS, 1, 2, 5 and 6 Christmas productions in the school hall	EYFS mass at St. George's- Weybridge		
'Love in a box' - Christmas shoe box appeal to local community members - hospitals, nursing homes, food banks	RE workshop at St. George's. 2 children from year 4 with Fr. Andrew		
Years 3 and 4. Christmas production at Church.	Years 2-6 to visit Church for a weekly Mass		
Advent reconciliation for years 4, 5 and 6	Easter Services- KS1 And KS2		
Carols around the crib service	Celebrating Easter day within school.		
Advent Services KS1 and KS2	Year 4 - Easter Service in the hall		