



St. Francis Xavier's RC Primary School

Love one another as I have loved you

Our Mission

Share God's love with one another

Follow your dreams

Excel in citizenship

Our Mission is to:

- Be a witness to the values, teaching and beliefs of the Roman Catholic Church
- Promote achievement and enjoyment for all
- Expect the best for individuals
- Inspire learning
- Collaborate with the community
- Promote a healthy and safe life style
- Create a sustainable school
- Continually strive to be effective

Prayer and Liturgy Policy

1. Context:

'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.' (Marcus Stock (2012), Christ at the Centre, Catholic Truth Society, 23.)

2. Statement of Requirement:

The law requires all maintained Catholic schools to provide an act of daily collective worship (prayer and liturgy) for all pupils, including those in the sixth form (Section 70, 1988 Education Act) that is in 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). Academies in England are required by their funding agreement and Articles of Association to comply with similar requirements (The Mainstream Academy and Free School: Supplemental Funding Agreement, December 2020; Model Articles for Catholic Academies, February 2019).

The law requires all maintained 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)). Sixth-form pupils can choose to withdraw themselves from prayer and liturgy (School Standards and Framework Act 1998, s.71(1B)).

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.

3. Responsibility:

(a) 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.

(b) 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.

(c) Prayer and Liturgy Coordinator

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 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.

4. Overview of prayer and liturgy provision:

The below gives an overview of when prayer and liturgy take place – detailing the daily and weekly pattern of prayer and liturgy offered in our school. It also includes when Mass is celebrated across the year, opportunities for the Sacrament of Reconciliation, and when there are special liturgies.

Please see our Annual Plan of Provision for detail.

Weekly provision:

Monday	Celebration of the Word – Whole School Worship led by Headteacher or Assistant Headteacher
Tuesday	Half-termly Catholic Social Teaching Worship – led by Prayer and Liturgy Co-ordinator. OR Class Collective Worship – led by pupils. OR Whole School Worship – led by a particular class based on current RE topic or paired virtues for the half-term. (see specific Week Ahead document to determine which of the above)
Wednesday	a) Virtues House Worship (x2 per half term) – led by House Captains in specific House groups. OR b) Class Collective Worship – led by pupils. OR c) Whole School Worship – led by a particular class based on current RE topic or paired virtues for the half-term. OR d) Celebration of House Saint Feast – Whole School Worship, led by Year 5 and 6 pupils from the celebrating house. (see specific Week Ahead document to determine which of the above)
Thursday	‘Come Follow Me’ Whole School Worship – led by Headteacher. OR Praise and Worship – Whole School Worship led by Prayer and Liturgy Co-ordinator and a KS2 Teaching Assistant. (see specific Week Ahead document as the above operate on a fortnightly basis)
Friday	Celebrating Achievements – Whole School Worship led by Headteacher. OR Celebrating Achievements – in Class Worship led by Class teachers. (see specific Week Ahead document as the above operate on a fortnightly basis)
Everyday	Christian Meditation – facilitated in each class throughout the whole school at 1pm daily for 5 mins. The Examen- prayed at the end of the day. Daily prayers: Morning offering, Grace before and After Meals and End of the day prayer.

Masses celebrated across the year:

	Who	Focus of Mass	Where	When
Autumn	Whole School	Harvest Mass – Season of Creation (pupils and parents/families/parish)	In school	October
	Class Mass	Year 5 Class Mass (pupils and parents/families)	In school	November
	Whole School	1 st Sunday of Advent – whole school/parish community	In church	Advent
	Whole School	Feast of St Francis Xavier – whole school community	In school	December
Spring	Whole School	Feast of the Epiphany (pupils and parents/families/parish)	If in school	January
	Year 3	Invitation Mass – Start of Sacramental journey (Reconciliation and Holy Communion preparation – pupils and parents/families)	In school	January
	Class Mass	Year 4 Class Mass (pupils and parents/families)	In school	January
	Whole School	3 rd Sunday of Lent – whole school/parish community	In church	Lent
Summer	Whole School	Feast of Ascension (pupils and parents/families/parish)	In school	May
	EYFS & KS1	Mass - Love one another (pupils and parents/families)	In school	June
	Whole school	Feast of St Peter & St Paul – whole school/parish community	In church	June
	Year 6	Leavers Mass – Year 6 pupils and parents/families	In school	July

Special liturgies:

Reconciliation, Adoration of Blessed Sacrament, May Procession

	Who	What	Where	When
Autumn:	Whole school	Adoration of the Blessed Sacrament	In school	November
	KS2	Advent Penitential Service (Reconciliation opportunity for KS2 pupils)	In school	December
	EYFS/KS1	Nativity Production – (pupils and parents/families)	In school	December
	KS2	Christmas Carol Concert – (pupils and parents/families)	In school	December
Spring:	KS2	Lenten Penitential Service (Reconciliation opportunity for KS2 pupils)	In school	Lent
	Whole school	Stations of the Cross (each class to walk the stations in school)	In school	Lent
Summer:	Whole school	May Procession – led by Year 6 and Year 2	In school	May
	In classes	Feast of Sacred Heart – collective worship	In school	June

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 and dedicated resources and 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.

8. Review

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

This prayer and liturgy policy has been approved and adopted by the governing body on Monday 19th January 2026 and will be reviewed in January 2027.

Mrs S Cockroft

Signed by the Chair of Standards and Curriculum

Mrs E Christopherson

Signed by the Headteacher