



St Hugh of Lincoln Catholic Primary

In faith and love we learn and grow

Prayer and Liturgy Policy

Policy compiled by:	RE Leader
Responsible committee:	Full Governing Board
Approved by Governing Body:	July 2025
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Guidance used	DABCEC Guidelines Bishops Conference of England and Wales
<i>This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.</i>	

Our Mission

In faith and love we learn and grow.

Context

The context of this prayer and liturgy policy '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.)

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.

Prayer

At St Hugh of Lincoln we aim to support our school community to strengthen their relationship with God by valuing and respecting the power of prayer. We provide our school community with a variety of different times to pray in different ways including class liturgies, worship through song, sharing the Rosary, whole school worship and many others. We aim for children to understand that prayer can be formal and informal, it is an opportunity to speak, listen and respond to God. We also have set times of the day when we pray together as a class: Start of the day, before lunch, and at the end of the day. Children are taught to make the Sign of the Cross and know by heart the following prayers: The Lord's Prayer, The Hail Mary and The Glory be. Children are also encouraged to pray the Rosary and learn Mass responses.

Collective Worship

Daily acts of Collective Worship are the foundation of our daily life at St Hugh of Lincoln. The opportunity to gather as a community is important to us, we pray, sing, celebrate, teach and proclaim the Good News. The structure of our Collective Worship is: Gather, proclaim, respond and go forth. Monday begins with Celebration of The Word led by our Head of School who models the key structure, readings and teachings. This is used to support children and teachers with leading Worship throughout the rest of the week.

Our aims of Collective Worship at St Hugh of Lincoln are:

- To assist parents/carers in the education and religious formation of their child
- To nurture and celebrate the uniqueness of each individual as a member of God's family
- To share in the mission of the Church to make Christ known to all
- To ensure that the Good News of Jesus Christ is at the heart of the experience of every member of the school community
- To encourage sensitivity and promote an appreciation of the wonder and mystery of God and His creation
- To provide an environment where all members of the school community are enabled to deepen their relationship with God through a variety of opportunities, including the spoken word, mime, music, dance, drama, art, silent reflection etc.
- To celebrate Mass with the parish family and foster strong links with the wider community
- To enable pupils/students to grow in their knowledge of liturgical understanding and celebration
- To develop an awareness, experience and understanding of the place/role of symbol to express feelings and beliefs: e.g. light, water, food, season etc.
- To reinforce prayers which are part of Catholic tradition
- To ensure all pupils/students are able to fulfil their God-given talents, to be the best they can be and receive every opportunity to thrive and achieve academic excellence and personal fulfilment
- To enable children to live The Gospel values
- To create a real sense of community among pupils/students, teachers, and all staff members
- To ensure that spirituality is incorporated throughout the school curriculum

During our Celebration of The Word Assembly, the readings and prayers are led by Year 6 children. During in class Collective Worship, the children are actively encouraged to read readings and prayers. Below is an overview of our Collective Worship timetable:

Day of the Week	Worship Format	Focus	Led by
Monday 10.30am	Celebration of The Word	Sunday's Gospel	Head of School
Tuesday 10.30am	Catholic Social Teaching Whole School Assembly	Liturgical focus	Assistant Head
Wednesday 10.30am	KS1 Liturgy/KS2 Class Prayers	Sunday's Gospel at KS level/class level	Class teacher/Pupil Lead
Thursday 10.30am	KS2 Liturgy/KS1 Class Prayers	Sunday's Gospel at KS/class level	Class teacher/Pupil Lead
Friday 10.30am	Singing Assembly Class Worship to parents Child led liturgy Mass	Choice of scripture Liturgical focus	Choral Director SSP Class Group of children Parish Priest

Liturgy

The celebration of Mass is an important part of our spiritual life at St Hugh of Lincoln. We aim for Mass to be a community celebration which gathers children, all staff, parents and parishioners together. Each Mass is led by children from KS2 classes who learn and share the readings and bidding prayers. Mass is celebrated to mark the beginning of each term as well as Holy Days of Obligation and other key events in the year of the Church. Whole school Mass is celebrated in our school hall and led by our Parish Priest. Our liturgical calendar is:

Autumn Term	Spring Term	Summer Term
September <ul style="list-style-type: none"> New School Year Mass Education Sunday (Our Lady) Class Masses for each class to Y3 	January <ul style="list-style-type: none"> Epiphany Mass Start of Term Mass Class child led liturgy YR-Y2 	April <ul style="list-style-type: none"> Easter and Start of Term Mass Class child led liturgy YR-Y2
October <ul style="list-style-type: none"> Harvest Mass The Rosary (Rosary Club) 	February <ul style="list-style-type: none"> Ash Wednesday Liturgy Class pupil led liturgy Y1 and Y2 	May <ul style="list-style-type: none"> Ascension Day Mass The Rosary (Rosary Club)
November <ul style="list-style-type: none"> All Saints Day Remembrance St Hugh of Lincoln Feast Day 	March <ul style="list-style-type: none"> Lent Reconciliation Holy Week Reflections – pupil led Stations of the Cross 	June <ul style="list-style-type: none"> Mass for FHC children St Peter and St Paul Mass Good Shepherd Mass visit to Arundel Cathedral or Worth Abbey
December <ul style="list-style-type: none"> EYFS/KS1 Nativity Performance KS2 Advent Reflections Service 		July <ul style="list-style-type: none"> End of year and leavers Mass

Mass

Our whole school community are invited to join with us at Holy Mass in school. Our intention is to include everyone to participate with us in prayerful silence, joyful sung praise and in listening to the Word of God. We seek to make our actions prayerful and deliberate so that they can be recognised by the youngest children in our school community. All members of our community are invited to receive a blessing from the priest.

- During Mass, scripture will be proclaimed by Lectors who have been formed in the ministry of proclaiming the Word of God. Mass readings will be taken from Universalis where possible and appropriate; otherwise readings for the theme of the Mass will be drawn from the children's RE learning (in accordance with the RE Directory) and appropriate to the liturgical calendar.
- Altar servers will be drawn from those who have been formed for this ministry in their local parishes
- Children who have made their First Holy Communion in the previous academic year will be especially called to offer service in the Mass by presenting the gifts for consecration on behalf of the congregation
- Classes who have been active in preparing the Mass will process in with the priest to present a symbol linked to the liturgy before joining the congregation. They will all be invited to participate actively through their singing of the psalm and Mass responses and through silent reflection.
- At Holy Communion, all members of our community are invited to receive a blessing from the priest. Children in YR to Y3 will stand and be invited to have a blessing from the priest, indicated by placing their arms across their chest. After accepting the blessing, children are encouraged to make the Sign of the Cross.
- All children in Y4-6 will come forward to the priest or Extraordinary Minister of Holy Communion. All children are invited to approach the priest either with their arms placed across their chest to receive a blessing or in readiness to receive Holy Communion (if they have completed the First Holy Communion preparation in their Catholic parish). Class teachers will support and remind children of this process before each Mass. Other Liturgies e.g. Ash Wednesday.
- Ministries in all other liturgies will be carried out by children who have made their First Holy Communion and been formed for their roles.

Links with the home

As a school we recognises the central role parents have in the religious education of their children. As the Statement of the Bishop's Conference of England and Wales on Religious Education in Catholic Schools '2000' states, "The first educators in the faith are parents. It is they, above all others, who establish in their children the first sensitivity and responsiveness to the presence of God, to the practice of prayer and to the patterns of life in the community of faith, the parish. By their example in the home and in the participation in the Mass and the other sacraments the foundations of a life-long faith and discipleship in their children are laid down." With this in mind, we believe it is essential to establish and maintain links with parents through:

- Home- School Agreement
- Welcoming prospective and new parents
- Regular information about the child, their progress and their welfare
- Families supporting the work of the school, at home
- Providing information about the school and what is happening
- Families and parishioners sharing the religious life of the school

Links with the Wider Community

We welcome the visits from our Parish Priest and other members of the Clergy and value the clergy's contribution to the teaching of R.E. in the classrooms. We also work very closely with deanery and Xavier colleagues sharing expertise, resources and ideas as well as organising celebrations. We attend the annual Xavier Celebration of Mass at the start of each school year. We are proud to celebrate and share our journey of faith with colleagues, pupils and members of our academy community. Finally,

we regularly encourage the children to participate in fund raising for the benefit of the local and wider community.