

Bishops' C of E & R C Primary School



'Live Fully, Laugh Often, Learn Deeply, Love as God Loves You.....and Let Your Light Shine!'

LITURGY AND PRAYER POLICY

The Policy was formally adopted by the Governing Body on:	Date: Spring 2026	Next Review Date: Spring 2028
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1. THE CONTEXT OF THE PRAYER AND LITURGY POLICY

'The celebration of (Anglican and 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;
- develop a mature spiritual life.'

(Markus Stock (2012), *Christ at the Centre*, Catholic Truth Society, 23, adapted to include both denominations)

2. STATEMENT OF REQUIREMENT

The law requires all maintained schools to provide an act of daily collective worship ('Prayer and Liturgy') for all pupils, (Section 70, 1988 Education Act) that is, in the case of church schools, in accordance with the rites, practices, disciplines, and liturgical norms of the Anglican/Catholic Church (School Standards and Framework Act 1988, schedule 20; Instrument of government, clause 2).

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 legal Standards and Framework Act 1988, s.71(1A)). Parents who wish to withdraw their children from worship are advised to approach the Head Teacher so that alternative provision can be arranged.

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 'Prayer and Liturgy' music with which pupils in the school will be familiar.

'Prayer and Liturgy' is not designated curriculum time. In the context of *The Bishops'*, this means that times of prayer and liturgy are not considered to be part of the allocation of curriculum time for Religious Education.

3. ROLES AND RESPONSIBILITY

3.1. Governance

The Governors, as guardians of *The Bishops' Schools'* life and mission, have a responsibility to ensure that:

- 'Prayer and Liturgy' are central to the life of the school and therefore are reflective of the guidance set out by the 'Prayer and Liturgy' Directory, and Anglican guidance;
- there is a named person who is responsible for worship/ prayer and liturgy in the school: Greg Waters (Head Teacher)
- there is a named Governor who is responsible for worship within the Governing Body:
- the 'Prayer and Liturgy' policy is updated regularly and shared with appropriate stakeholders;

- there is a budget for 'Prayer and Liturgy' that reflects its centrality to the life of The Bishops' School.

3.2. Headteacher

The Headteacher, as the spiritual leader of the school, as a Christian Community, ensures that:

- Prayer and Liturgy are central to the Christian life of the school and therefore are in line with the guidance set out by the Prayer and Liturgy Directory and Anglican guidance;
- 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.

3.3. Prayer and Liturgy Coordinator

Those responsible for Prayer and Liturgy ensure that:

- Prayer and Liturgy are central to the Christian life of the school and therefore are reflective the guidance set out by the Prayer and Liturgy Directory and Anglican guidance;
- 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 a daily planned prayer for all pupils, appropriate to age and ability, as outlined in the school's Worship Policy;
- 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 the 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 through the Chelmsford Diocese Board of Education/ Brentwood ECT diocesan training (BDES);
- staff have access to effective training and formation opportunities;
- monitoring and evaluation of Prayer and Liturgy take place regularly and feedback 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 Christian life of the school;
- there is collaboration with local clergy from both traditions/ diocese and our local ecumenical parish of St. Augustine's.

OVERVIEW OF PRAYER AND LITURGY PROVISION

4.1. Year Groups

4.1.1. Foundation Stage

After the first half term children in Foundation Stage begin to attend different worship assemblies alongside the whole school and take part in acts of worship.

Once a week, FS classes have individual acts of worship hosted inside their classrooms. These are led by Little Liturgy (an online Catholic resource – Mark 10 Mission).

4.1.2. Key Stage 1 (Year 1 - 2)

Day	How?	How long?
Monday	Whole Gospel Collective Worship	20 mins
Tuesday	Church Liturgy for half the school, led by pupils; Classroom Worship for half the school, often using isingpop (Anglican online worship resource)	20 minutes
Wednesday	Key Stage Worship with a current theme	20 mins
Thursday	Collective Worship through Singing	20 mins
Friday	Celebration Worship (Weekly Achievement) or Class-led Assembly with parents	20 mins

4.1.3. Key Stage 2 (Year 3 – 6)

Day	How?	How long?
Monday	Whole Gospel Collective Worship	20 mins
Tuesday	Church Liturgy for half the school, led by pupils; Classroom Worship for half the school, often using isingpop (Anglican online worship resource)	20 minutes
Wednesday	Collective Worship through Singing, including extempore child-led prayer time with themes of thanksgiving and praise/ confession/ intercession	20 mins
Thursday	Key Stage Worship on a current theme	20 mins
Friday	Celebration worship (Weekly Achievement)/ Class Assemblies with parents present	20 mins

WHEN

Worship takes place daily:

- at the beginning of the day during assemblies;
- classroom worship;
- at the end of each day;
- before lunch;

We have special acts of worship:

- Advent (Christmas Advent Wreath each week) and Lent (Ash Wednesday)
- Christmas (Year 6 Carol Service), Christingle -making with Year 6 helping FS to make them)
- Easter Week – our special Holy Week worship; Stations of the Cross for each year group

Special circumstances:

- Remembrance;
- St. Augustine's Mass/ Eucharist and Picnic for the whole community;
- Leavers' Anointing Service; Mothers' and Special People Celebration; Harvest
- Year 3 pilgrimage to Bradwell St. Peters on the Wall
- Regular visits to the local cathedral
- Year 3 children receive Bibles in a special service of blessing
- Weekly Rosary Club

Please note, that as a Joint CofE and RC Primary School where our Trust Deeds direct that all worship should be accessible to all pupils, the Mass/ Eucharist presents unique difficulties which is the reason for its celebration just once a year.

4.3. LOCATIONS

Our acts of worship take place in the:

- classroom
- courtyard
- school hall
- outside on the playground
- church

4.4. PRAYER

The hall, courtyard and each classroom have a focus area for prayer.

Children are taught many prayers during their time at school and by the end of Key Stage 2, we would expect our children to know the prayers in our church liturgy and our daily life.

Children are encouraged to pray in their heart during quiet or reflective times.

In class, children have the opportunity to compose their own prayers and share with others if they wish. We also pray when we sing in every worship assembly, and once a week, we gather together to sing hymns and songs, old and new.

4.5. STRUCTURE

We endeavour to include a balance between:

- scriptures
- prayers,
- stories,
- drama,
- silence,
- meditations and songs

This is whilst listening, responding, thinking, and sharing.

5. RESOURCES AND RESOURCING

We use a range of resources to enhance collective worship including artefacts, online worship resources, books, visitors, natural world items.

Prayer and Liturgy is central to the school's understanding of itself as a joint Anglican and Catholic school and this is reflected in the annual budget allocation and available resources, including staff time and dedicated spaces for Prayer and Liturgy.

The Christian character of the school is reflected in the religious artifacts and images on display throughout the building.

Dedicated spaces for Prayer and Liturgy are appropriately furnished and maintained; and updated to reflect the church's liturgical season.

MONITORING, EVALUATION AND REVIEW

The Prayer and Liturgy Co-ordinator (The Head Teacher) is responsible for carrying out monitoring in accordance with the school's policies.

Monitoring and evaluation of the quality and impact of our Prayer and Liturgy will take place regularly, and at least annually. It will 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.

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

LINKS WITH THE COMMUNITY

Parents are invited to many of our acts of worship such as Harvest, weekly church services (Service of the Word), Eucharist/ Mass for St. Augustine; Leavers' Anointing, Mothers' Day Service, Christmas Carol Service, Class Assembly Celebration, Remembrance Day.

The school supports and actively fundraises for Brentwood Catholic Children's Society, Local Pop-Up Food Store, Village Africa and other charities named by the pupils.

Appendix 1: Annual plan of provision

Event	Date
Whole school Mass/ Eucharist – St. Augustine's Day	Friday before June half term
Harvest	Mid-October
Remembrance Service	11 th November
Advent Service	Weekly, Mondays through Advent
EYFS Nativity	Early December
KS1 Nativity	Early December
LKS2 Christmas show	Mid December
Year 5 Christmas show	Mid December
Year 6 Carol Service/ Christmas Worship presentation	Late December
Mothers' and Special People	Tuesday before Mothering Sunday
Ash Wednesday Service	Ash Wednesday, unless this falls during half term, in which case we have 'Water of Forgiveness Service with the sign of the cross in water instead of ash.
Holy Week	Special Bishops' Holy Week – last week of Spring Term
Stations of the Cross	Final weeks of Spring Term, separate year group reflections
Leavers' Anointing Service	Last whole week of summer term
Assemblies	
Whole Gospel Collective Worship – Led by:	Weekly
Global Collective Worship – Led by:	Weekly
Collective sung worship – Led by:	Weekly
Celebration worship – Led by:	Weekly
Class worship – Led by class teachers	Weekly
Prayer	
Morning, lunchtime and end of the day prayers	Daily
Prayer of the month – introduced in, and delivered as part of RE	Daily

Appendix 2:

FS and Key Stage Prayers:

EYFS

Daily prayers:

Grace before lunch

End of day FS/ KS1

The sign of the cross

Act of contrition (Sorry Prayer)

The Lord's prayer

Hail Mary (May)

Key Stage 1

Daily prayers:

Sign of the cross

Grace before lunch

End of day KS1

Act of Contrition (Sorry Prayer)

Hail Mary

The Lord's Prayer

The Creed

Key Stage 2

Daily Prayers

Sign of the cross

Prayer of St. Richard of Chichester

Grace before lunch

End of Day KS2

Act of Contrition (Sorry Prayer)

Hail Mary

The Lord's Prayer

The Creed

The Grace

Appendix 3

The Sign of the Cross

In the name of the Father and of the Son and of the Holy Spirit. Amen.

The Lord's Prayer (we learn this as song, written by a previous catholic priest of St. Augustine's, Father John Glynn)

Our Father in heaven, hallowed be your name. Your kingdom come, Your will be done on earth, as it is in heaven. Give us this day our daily bread, and forgive us our sins, as we forgive those who sin against us, and lead us not into temptation, but deliver us from evil, for yours is the kingdom, the power and the glory, now and forever, Amen

The Hail Mary (this will be introduced to the children annually, although not prayed by the school community as our trust deed does not allow for worship that is not accessible to all children in this joint church school – KS2 pupils who wish to pray the Rosary may join the weekly Rosary Club).

Hail Mary, full of grace, the Lord is with thee. Blessed art thou among women and blessed is the fruit of thy womb, Jesus. Holy Mary, Mother of God, pray for us sinners, now and at the hour of our death. Amen.

Glory be to the Father...

Glory be to the Father and to the Son and to the Holy Spirit, as it was in the beginning is now, and ever shall be world without end. Amen.

Grace before meals

Bless us O God as we sit together

Bless the food we eat today

Bless the hands that made the food

Bless us O God. Amen

End of day prayers

FS and KS1

Hands together, softly so, little eyes shut tight.

Father, just before we go, hear our prayers tonight.

We are all your children here, this is what we pray.

Keep us safe when dark is new and through every day. Amen.

KS2

God our Father, we come to say, thank you for your love today.

Thank you for my family and all the friends you give to me. Guard me through the dark of night and in the morning send your light. Amen.

The Creed

We believe the Lord God Almighty is our Father

He loves and cares for us

We believe the Lord Jesus Christ is our Saviour

He died on the cross for us and rose again to new life

We believe the Lord, the Holy Spirit, lives in us

He will lead us in God's holy way

Act of Contrition

In Foundation Stage:

Forgive me, God, for things I've done which were not kind or God,

Forgive me, God and help me do the things I know I should

KS1 and 2

Dear Heavenly Father,

We know that you love. We are your children and we want to love and please you.

We are sorry for the wrong things which we have said and done. Please forgive us and help us to grow more like Jesus, day by day. Amen.

Prayer of St Richard of Chichester

Lord Jesus Christ, may we know you more clearly, love you more dearly, and follow you more nearly, day by day. Amen.

Glory Be

Glory be to the Father and to the Son and to the Holy Spirit, as it was in the beginning, is now, and ever shall be, world without end. Amen.

The Grace

May the grace of our Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit, be with us all, ever more, Amen.