

# Brentwood Ursuline Convent High School



## Prayer and Liturgy Policy

Authorised by Resolution of the Governing Body of the Brentwood Ursuline Convent High School on 12<sup>th</sup> February 2025

Signature: .....

Effective date of the policy: 12<sup>th</sup> February 2025

Review date of policy: As and when required

**This policy is written in the light of the school mission statement.**

The mission of our School is to create a Christian environment in which each student can grow in personality, relationships, knowledge and skill towards a full realisation of their potential.

### **1. 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.)

*‘Prayer, worship and liturgical celebration are central to our Catholic tradition. It is of prime importance, however, that sound educational and pastoral principles determine the ways in which these are experienced in the school community’.* Evaluating the Distinctive Nature of a Roman Catholic School, Third Ed. 1994, CES

### **2. Statement of requirement**

Brentwood Ursuline, as a Catholic school, provides an act of daily collective worship (prayer and liturgy) for all students, 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).

Brentwood Ursuline recognises that sixth-form pupils can choose to withdraw themselves from prayer and liturgy (School Standards and Framework Act 1998, s.71(1B)), and parents of students up to the age of 16 can withdraw their child from prayer and liturgy.

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 Brentwood Ursuline’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 Brentwood Ursuline, which is held within the overall Chaplaincy budget.

(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 (the school Chaplain)

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, accessible to all ages and abilities, as outlined in the Prayer and Liturgy Directory;
- students 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 students;
- 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**

Details of all provision can be found in the Annual Plan of Provision (APP).

#### **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, chaplaincy provision, and dedicated spaces for prayer and liturgy.

The Catholic character of the school is reflected in religious artefacts and images on display throughout the building. The Main Chapel and Blessed Sacrament Chapel are 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 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 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, 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 as part of the regular cycle of policy review conducted by the governors