



March 2018

Listen, Love, Learn

At Our Lady's –

We are inspired, strengthened and encouraged by our Catholic faith.

We place Jesus at the centre of everything we do and say, **listening** to Him with our hearts.

We spread **love** everywhere we go, valuing and caring for each other.

We strive to be the best **learners** we can, using and celebrating our God given gifts.

"For he who is mighty has done great things for me, and Holy is his name" Luke 1: 49

The Nature of Collective Worship.

We believe that Christian worship in a Catholic school is about 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 with Him, made possible through the work of Jesus Christ and the witness of the Holy Spirit.¹

Legal Requirements.

We acknowledge the legal requirement that there must be a daily act of worship for all pupils.² (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.

In this school, as with any Voluntary Aided School, responsibility for arranging Collective Worship rests with the Governing Body after consultation with the headteacher.

¹ It is important to be clear about our use of terminology when dealing with the whole area of 'Collective Worship' in schools. 'Collective Worship' is a term used in legislation in this country but is not a phrase we use readily in a Catholic context. 'Prayer' and 'Liturgy' are terms more commonly used in our context and are explored in greater depth in the guidelines.

² 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 need to 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.

The Place of Collective Worship in the Life of our School

We endorse the belief that 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.

It will be an educational activity or experience to which all can contribute and from which all can gain.

Worship in this school is more than just a legal requirement. It is an integral part of school life and central to the Catholic tradition.

The Aims of Collective Worship.

We believe that Collective Worship in our school aims to provide opportunity for all pupils and staff to:

- contemplate something of the mystery of God
- reflect on spiritual and moral issues
- explore their own beliefs
- respond to and celebrate life
- experience a sense of belonging and develop community spirit
- develop a common ethos and shared values
- develop the skills of:
 - reverence
 - contemplation
 - reflection
 - interpretation
 - empathy
 - meditation
- enrich religious experience
- grow in liturgical understanding
- reinforce prayers which are part of the Catholic tradition
- reinforce positive attitudes
- develop a sense of awe, wonder and inspiration in the person of Christ

Principles

All Acts of Worship in this school will:

- give glory and honour to God
- be a quality experience, fundamental to the life of the school and its Catholic character

- give children positive liturgical experiences, appropriate to their age, aptitude and family backgrounds in order to prepare them for the liturgical life of the Church³
- Celebrations will:
 - be short and appropriately paced for the age range
 - be simple, including a range of experiences offered in a variety of groupings and in a variety of settings.

Timetable for Collective Worship at our school

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|------------------|---|----------------------------------|-----------|
| Monday | Whole school Gospel Assembly in the hall | | 9:10-9:30 |
| Tuesday | Key Stage 1 Assembly in the hall | KS2 Collective Worship in class | 9:10-9:30 |
| Wednesday | KS1 Collective Worship in class | Key Stage 2 Assembly in the hall | 9:10-9:30 |
| Thursday | Whole school Hymn Practice/Class Assembly in the hall | | 9:10-9:30 |
| Friday | Whole school Merit Assembly in the hall | | 9:10-9:30 |

The Planning, Content and Delivery of Collective Worship

Collective Worship is planned:

- following a structure with reference to the Church's seasons, 'Come and See', significant dates and the curriculum. Scripture will be the focus in most acts of worship
- with flexibility to respond to changing situations within the school and the wider community
- to develop in pupils skills that enable them to prepare, organise and lead worship rather than always participating or contributing in a token way.

The format for Collective Worship for our school will be:

- ❖ **Gather** – how we come together, the setting, the environment (quiet reflective music, lighted candles, icons etc.)
- ❖ **Word** – every liturgy will centre around at least one text from the Bible, with the reading of the day being the first source. The Word of God will be proclaimed from a bible or lectionary
- ❖ **Respond** – the response to the Word may lead into a time of ritual action or communal prayer. The ritual action may vary (dance, music, drama, art, poetry etc.) We place our needs before God (intercessory prayers)
- ❖ **Go Forth** – giving the children something to hold on to from the experience of the liturgy that they can take into their daily lives

Recording

Collective Worship is recorded using:

- an assembly rota
- a liturgy planner to keep note of themes, leaders, pupil groupings and resources

³ Directory for Masses with Children, paragraph 9.

- displays, collections of pupils' contributions, prayers, reflections, photographs, videos etc.

Monitoring and Evaluation

The Religious Education Development Committee regularly monitor and evaluate the school's provision of worship to consider whether it meets the needs of all pupils and whether pupils are making progress in acquiring skills and abilities in organising and leading worship.

Resources

A range of resources are available for both the children and staff to use. A class set of Bibles is available, with a class Bible being displayed on each of the prayer tables. All classrooms have a 'Liturgy Basket' located underneath the prayer table. These include a range of resources and artefacts.

These include:

- candles
- liturgical cloths depicting the Church's season
- child friendly Bible
- crucifix or cross
- prayer stones/shells
- opportunities for a written response / intention
- prayer box
- range of reflective artefacts, e.g. praying hands, prayer dice, angel statue, statue of Our Lady etc.

Worship and Retreats

- School masses are open to parishioners
- The Christmas Carol Service is advertised to the local parish and held at Church
- Year group Masses are held at the local Church
- Retreat to parish and wider community organisation e.g. Gossop's Green Convent, Deanery Retreat to West Grinstead, Worth Abbey, etc.
- May Procession
- Mission Together Fundraising
- CAFOD Fundraising
- Staff retreat
- Parent Workshops
- Rosary during October and May
- Lenten and Advent Devotions

Eucharist

Eucharistic celebrations in school will highlight a special occasion and is celebrate with the whole community. The same general principles will apply to planning a Eucharistic celebration as other acts of school worship, therefore opportunities for children to participate will be maximised. When preparing these celebrations, reference will be

made to the Catholic Mass and the themes from the Liturgical Year. They are shared with the priest leading the Mass in order for his contribution to be included.

We believe that children are best introduced to prayer, the sacraments and particularly the Eucharist in a step by step approach.

In school, therefore, the '**Liturgy of the Word**', rather than the Eucharist will be the norm.

At Key Stage 1, worship includes:

- short, simple liturgies with ritual and variety
- occasional liturgies reflecting the Introductory rites in the Mass and/or The Liturgy of the Word

At Key Stage 2, worship includes:

- short, simple liturgies with ritual and variety
- occasional liturgies reflecting the Introductory Rites in the mass or The Liturgy of the Word; or the Eucharistic Prayer; and/or the Communion Rite.

The Co-ordinator for Collective Worship

Mr Melia, Mrs Kluge and Mrs Miles co-ordinate the Collective Worship at our school, whom form part of the REDC. (See Appendix 1 for Job Description).

The Religious Education Development Committee

The REDC meet every half term to diarise and plan for Acts of Collective Worship, in line with the liturgical year and school events.

Policy Monitoring and Review

This policy is monitored by the Collective Worship Co-ordinator 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. Governors should review reports on the prayer life of the school on a termly basis.

Appendix 1.
The Role of the Co-ordinator for Collective Worship

- Formulating a written policy for Collective Worship
- Ensuring that there is a development plan for Collective Worship which may at times form part of the school development plan
- Ensuring that Collective Worship is appropriate to the age, aptitudes and family backgrounds of pupils
- Ensuring that Collective Worship takes account of the religious and educational needs of all who share in it and is rooted in the principles of the 'Directory for Masses with Children'
- Organising themes for Worship
- Assisting the governors and headteacher to carry out their legal responsibilities with regard to Collective Worship

PLANNING, RECORDING, MONITORING AND EVALUATING.

- Maintaining and developing effective procedures and documentation
- Observing, on occasions, an Act of Collective Worship
- Informing the headteacher of standards and developments in Collective Worship

COMMUNICATION

- Communicating to members of the school community the significance and content of Acts of Collective Worship
- Reporting to and consulting with the governors and headteacher regarding matters of concern and development
- Acting as consultant to colleagues
- Encouraging positive attitudes towards Collective Worship
- Informing newly appointed colleagues of school policy regarding Collective Worship
- Communicating with parents, governors and the parish community
- Liaison with the school chaplain
- Liaison with the Diocesan RE Centre

PROFESSIONAL DEVELOPMENT/ONGOING FORMATION

- Leading and organising in-service training and ongoing formation for Collective Worship
- Attending appropriate in-service courses and reporting back
- Keeping up to date by personal reading

RESOURCES

- Evaluating existing resources
- Developing the resources available for Collective Worship including visual aids, artefacts, drapes, music, visitors, leaders, new and relevant books, posters etc.
- Budgeting efficiently