

St Cuthbert's Catholic Primary School Walbottle



Collective Worship Policy

At St Cuthbert's we live and learn in faith and love,
through Jesus's teachings.

Our school is a place where we can grow as a family,
helping each other to lead full and happy lives.

Consultation that has taken place		
Date Formally Approved By Governors	October 2021	
Date policy Became Effective	October 2021	
Review Date	November 2022	
Person Responsible for Implementation and Monitoring	HT✓	Governors

St Cuthbert's Catholic Primary School Collective Worship Policy

Mission Statement

At St Cuthbert's we live and learn in faith and love, through Jesus's teachings.
Our school is a place where we can grow as a family, helping each other to lead full and happy lives.

The Nature of Collective Worship

Collective worship in a Catholic school names and celebrates God's presence in our lives. It is concerned with 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, made possible through the work of Jesus Christ and the witness of the Holy Spirit.

'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.'¹

Legal Requirements

It is a legal requirement that there is a daily act of worship offered for all pupils. 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. Holding an assembly that includes a prayer, said either by the teacher or everyone present, does not fulfil this requirement. 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. Responsibility for arranging Collective Worship lies with the Governing Committee after consultation with the headteacher.

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 will 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, within Come and See RE curriculum.

The Place of Collective Worship in the Life of St Cuthbert's Catholic Primary School

Worship is an integral part of school life and central to the Catholic tradition.

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.

¹ Christ at the Centre Rev Marcus Stock, 2005

The Aims of Collective Worship

Collective Worship in St Cuthbert's Catholic Primary School aims to provide opportunities for all pupils and staff:

- To contemplate the mystery of God
- To reflect on spiritual and moral issues
- To explore personal beliefs
- To respond to and to celebrate life
- To experience a sense of belonging and to develop community spirit
- To develop a common ethos and shared values
- To enrich religious experience
- To grow in liturgical understanding and development
- To pray using prayers which are part of the Catholic tradition
- To reinforce positive attitudes
- To participate fully
- To take time out 'to wonder at', 'to come to terms with' and 'to give worth to.'

Principles

All acts of worship in St Cuthbert's Catholic Primary School will:

- Give glory and honour to God;
- Be a quality activity, fundamental to the life of the school and its Catholic character;
- Enable pupils to develop skills so that they can prepare, organise and lead worship;
- Give pupils positive liturgical experiences, appropriate to their age, aptitude and family backgrounds in order to prepare them for the liturgical life of the Church.² Celebrations will be appropriate to the age and groupings of the children.

Planning, content and celebration

Collective Worship is planned following a structure with reference to the Church's seasons, Come and See, feast days, the curriculum and significant dates e.g. CAFOD Family Fast Day, Holocaust Memorial Day.

Parish and parents are invited to participate in some celebrations.

A variety of prayer styles will be used appropriate to the age of the children and the occasion. Staff have an opportunity to pray before the start of each meeting and there is also a Rosary Group operating in the months of October and May.

The timetable of Collective Worship is as below.

Monday	Whole School Collective Worship	20 minutes	School Hall
Wednesday	Key stage assembly	20 minutes	School Hall
Friday	Whole School Celebration Assembly	30 minutes	School Hall

The gatherings on a Monday, Wednesday and Friday:

- Serve to enhance the ethos and community spirit of the school
- Reinforce the positive attitudes and affirm the beliefs and teachings of the Catholic Faith while acknowledging the school's place in a multi faith society.
- It is seen as an opportunity to develop a sense of respect for others within and outside of school.
- To celebrate the occasions of the school year.
- To celebrate the Liturgical seasons or great Feasts, Saints and Special People of the church

² Directory for Masses with Children, paragraph 9.

- To discuss, pray and reflect on local and world issues, as and when they arise.

The Celebration gathering on a Friday:

- Salutes and publically affirms the talents and efforts of the children both in and out of school.
- Certificates, A Good Samaritan and 'Star of the Week' honours are awarded for:
- Positive attitude in and around school
- Positive Attitude during Lunch
- Good Behaviour
- Following the 'Statement to Live by' during the week.
- Sporting achievement

Class Groupings

In addition to Key Stage and whole school worship, each class has a 'Prayer Corner' for worship. Each class also plans two additional collective worships in their class.

- Each class has a prayer table which is decorated with a crucifix or cross, a coloured drape, reflecting the time of the Liturgical year, a bible, prayers and relevant artefacts related to the current Come and See Topic.
- The school day begins and ends with prayer, a prayer is also said before lunch.
- Children are taught the traditional prayers as stated in the Come and See booklets.

Class Liturgies

These are the spiritual focus of each term.

- Every class prepares a Liturgy based upon their current theme in Come and See. Parents, family and
- Parishioners are also invited to attend these special events.
- Parents are also sent an invitation to these events.
- The liturgies are planned and prepared by the class teacher and children in collaboration with the Religious Education coordinator.
- The children play a full and active role in the celebration, following the Gather, Word, Respond and Go Forth planning format.

Prayer Room

St Cuthbert's has a room which the staff and children have allocated as their 'Prayer Room'. Children, staff and parents are encouraged to use the Prayer Room for quiet reflection and to write their own prayers in a prayer book.

Special Occasions

Other occasions when 'The Liturgy of the Word' is celebrated:

- | | | | |
|--------------------------|-----------|--------|-------------------|
| • Welcome Mass | September | Hall | Parents/Community |
| • Harvest Mass | October | Hall | Parents/Community |
| • Youth Friday | November | Hall | Children/Staff |
| • KS1 Christmas Play | December | Hall | Parents/Community |
| • KS2 Carol Service/Play | December | Hall | Parents/Community |
| • Christmas Mass | December | Hall | Parents/Community |
| • Easter Mass | April | Hall | Parents/Community |
| • Easter Liturgy | April | Hall | Parents/Community |
| • Leavers Mass | July | Church | Parents/Community |

Throughout the school year, a number of Friday Masses are celebrated in school welcoming the parish into school to celebrate 'The Liturgy of the Word'. A number of Spiritual Days are also planned throughout the school year.

Come and See Topics.

All Year Groups have the following topics to study during the course of the year.

Autumn	Spring	Summer
Domestic Church	Local Church	Pentecost
Baptism, Confirmation	Eucharist	Reconciliation
Advent and Christmas	Lent/Easter	Universal Church

*Year 4 pupils will undertake the Sacramental Preparation programme during some topics throughout the school year.

Leading collective worship

As faith leader of the school, the Headteacher and Deputy Headteacher will plan and lead collective worship. The class teacher will lead class collective worship. Children are taught to plan and lead worship according to their age.

Recording

Collective Worship is recorded in a floor book, by each class. All staff and pupils use the same liturgy planner. This is attached as an appendix with this policy. (Appendix 3)

Monitoring and Evaluation

Collective Worship is monitored using Collective Worship monitoring form, (Appendix 1). The Collective Worship Coordinator, alongside the Headteacher will perform these observations. Following monitoring, training needs will be identified and outcomes used to inform SEF 48.

Resources

Resources are stored centrally in the prayer room and in individual classrooms, there are also some resources available in the Headteacher's office. Each class has their own basket of Collective Worship Resources.

The learning environment

'Symbols and icons of the Catholic faith when displayed in school and throughout its premises will help the school community and visitors to experience the uniqueness and sacredness of this learning environment'³

Focal points in each classroom and throughout the school will reflect the liturgical season and will reference Come and See topics. In this way they will be an outward sign of the school's ethos.

Retreats

Throughout the school year there are opportunities for the children to attend Retreat Days. These include, the Youth Mission Team day and the Year 6 children also go on a day retreat to Holy Island.

Other opportunities

The children have opportunity to help at Lenten Lunches at church and throughout the Autumn and Spring Terms the Parish come to school for Friday Mass, once a month. In the Summer months the children from a specific class visit church to help celebrate Friday mass with the parish.

Eucharist

³ Christ at the Centre Rev Marcus Stock, 2005

Eucharistic celebrations in school will highlight a special occasion and will normally be celebrated with children whose faith development has reached an appropriate stage. The same general principles will apply to planning a Eucharist Celebration as other acts of school worship, therefore opportunities for the children to participate will be maximised. Children in Year 4 undertake the Sacramental Programme in school and in church following the Sacramental Programme set out by the diocese with their Class Teacher, Mrs Walsh and Father Martin Morris.

The coordinator for Collective Worship

The Coordinator for Collective Worship is Colette Barrett a job description for this role is in Appendix 2.

Policy Monitoring and Review

This policy is monitored by the Collective Worship coordinator 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.

Appendix 1 Collective Worship Monitoring Sheet.

Year Group: _____ Date: _____

Monitoring of Collective Worship

Focus	Comments
Planning (discussed with teacher before or after celebration) <ul style="list-style-type: none"> Have the children been involved in the planning? Has the Act of Worship been planned around a theme/feast? 	
Structure (If Liturgy) <ul style="list-style-type: none"> Can the four parts (Gather, Word, Response, Mission) be distinctly identified? How did children gather? Was the Word appropriate and treated reverently? How did children respond to the Word? Was there a clear Mission, an evident message at the end of the liturgy? 	
Leadership <ul style="list-style-type: none"> Child or adult led? Depending on the age of the children were they as involved as possible in leading? 	
Engagement <ul style="list-style-type: none"> Were children fully engaged and participating enthusiastically? Was it a prayerful experience? 	
Creativity <ul style="list-style-type: none"> How creative was the Act of Worship? Did it include different prayer styles/dance/music etc to enhance the experience? 	
Prayer Space <ul style="list-style-type: none"> Were children able to create focal point, atmosphere for prayer, appropriate for their age? 	
Resources <ul style="list-style-type: none"> Were liturgical resources used appropriately eg correct liturgical colours, artefacts? 	
ICT <ul style="list-style-type: none"> Was ICT used to support and enhance the Act of Worship or was it a distraction? 	
Agreed areas for development	

A copy of this monitoring sheet has been given to the class teacher

Coordinator ...

Class Teacher ...

Appendix 2

The Role of the Coordinator for Collective Worship

- Formulating a written policy for Collective Worship
- Ensuring that there is a development plan for Collective Worship included in the school development plan
- Ensuring that Collective Worship is appropriate to the age, aptitudes and faith 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 including withdrawal from collective worship
- Developing staff confidence and expertise e.g. through modelling different prayer styles

Planning, recording, monitoring and evaluating

- Maintaining and developing effective procedures and documentation
- Observing Acts of Collective Worship and providing feedback
- Informing the headteacher of standards and developments in Collective Worship

Communication

- Communicating to members of the school community the significance and content 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 Department for Education

Professional development/Ongoing formation

- Leading and organising inservice training and ongoing formation for Collective Worship
- Attending appropriate in-service courses, reporting back and leading staff training
- 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

[Consideration should be given to the establishment of a planning group, which might include, the coordinator, the headteacher, deputy, staff, pupils, governors and school chaplain. It would be part of the role of the coordinator to lead this group.]

Appendix 3

Collective Worship Planning Sheet

<p>Rejoice What are we celebrating? What is the theme of the Collective Worship?</p>	
<p>Plan Who is planning the Celebration?</p>	
<p>Gather How will we begin the celebration?</p>	
<p>Word- Listen Listen to some scripture or re-enact in some way.</p>	
<p>Response How will the Children respond to what they have heard?</p>	
<p>Going Forth How will the Celebration be concluded?</p>	