



DIOCESE OF **Hexham & Newcastle**
DEPARTMENT FOR EDUCATION

Prayer and Liturgy Policy





Prayer & Liturgy Policy

Date:	September 2025
Review Date:	September 2027
Adopted:	September 2025

**With Christ at our side to guide us,
we shine in all that we do.**



Policy for Collective Worship in St Bede's Catholic Primary School

St Bede's Catholic Primary School Mission Statement

Our school is Christ-centred: God's love permeates all aspects of school life through constant reference to Gospel values.

As a Catholic school we believe in the dignity, worth and uniqueness of the individual, providing a safe, happy and stable environment for all.

We are an inclusive community and foster relationships based on mutual respect and tolerance, supporting young people in their lives as Christians now and in the future. We have high expectations of ourselves and each other and strive for excellence in all we do.

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).

2. 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.

3. Diocesan Bishop directive

The Prayer and Liturgy Directory refers to the norm at all Masses that only those who normally receive Holy Communion at Mass be invited to proclaim the Word of God. It continues that on exceptional occasions and for a just cause the Diocesan Bishop will give permission for a Christian from another denomination to proclaim scriptures at Mass.

“As an exception to the norms and when there is a pastoral just cause exercised on his behalf by the Headteacher, the Bishop gives permission for children from other Christian denominations to read the scriptures at school Masses. Permission is also given for baptised Catholics who have not received First Holy Communion, and are of sufficient maturity, to read the scriptures at school Masses. Children of other faiths are welcome to actively participate in school Masses and liturgies in keeping with The Prayer and Liturgy Directory. A just cause may also be applied due to the diversity of faith backgrounds in a school, cohort or the age profile of those attending a Mass.”

4. Responsibility

(a) Governance

The governors, as guardians of the Catholic school'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 a Catholic school.

(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

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, appropriate to age and ability (see appendix 1), as outlined in the Prayer and Liturgy Directory
- pupils are supported in their liturgical formation to take an active role in the planning, preparation, delivery and evaluation 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 pupils
- 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 Department for Education and others is maintained to ensure they keep updated with best practice

5. Overview of prayer and liturgy provision

Prayer and liturgy in St Bede's Catholic Primary School celebrate 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 a relationship, made possible through the work of Jesus Christ and the witness of the Holy Spirit.

Prayer and liturgy in our school will be:

- Properly planned
- Adequately resourced
- Recorded
- Monitored
- Evaluated

Prayer and liturgy are planned to follow 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.

As a staff, we pray together on a weekly basis during staff meetings and other significant times throughout the year.

The Gospel and Weekly Reflection is shared with staff via email.

Prayer and Liturgy

As well as the daily prayers (Our Common Prayer Booklet is sent home to all children to share with their parents), short daily prayer and liturgy is held in class, using the Ten:Ten Prayer & Liturgy resources. Weekly Celebrations of the Word (COTW) are also held in class. Class COTW is pupil led and planned in House groups (groups of 4 – 6 children). The duration of the pupil led COTW are in line with chronological age.

Each class has the Let Us Pray 2gether resource, COTW planners and collective worship resources to help the children prepare, organise and lead worship. Children plan COTW based around the Church's seasons, Come and See themes, Feast Days and significant dates/events.

COTW will be planned on a COTW Planner or using the Let Us Pray 2gether board (in which case a photograph will be taken). Examples of children's planning will be evidenced in the class's RE Floor Book.

Leading Prayer and Liturgy

As faith leader of the school, the Headteacher will plan and lead prayer and Celebration of the Word. In the absence of the Headteacher, the Deputy Headteacher (in the first instance) or a member of the senior leadership team will lead prayer times. The class teacher will lead class prayer and liturgy. Children are taught to plan and lead prayer times according to their age.

Recording

Celebration of the Word (COTW) is recorded on a COTW Planner / Let Us Pray 2gether board. Each year group is to record details of COTW and provide evidence in the Class RE Floor Book to show pupil participation and progression.



Monitoring and Evaluation

Prayer and Liturgy is monitored through collection of evidence from each year group on a termly basis and through observations. Prayer and Liturgy is monitored using the Celebration of the Word Monitoring form, (Appendix 2).

Following monitoring, training needs will be identified, and outcomes used to inform CSED (Catholic Schools Evaluation Document).

Resources

Each class have their own COTW resources which are housed within or near the RE focal point within each classroom. Resources include a variety of artefacts and materials (Appendix 3). Children have access to these during the planning of their COTW. The resources are managed by the RE Co-ordinator. Other shared resources are located in units in the school hall and in the Curriculum room.

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'¹

Focal points in each classroom and throughout the school will reflect the liturgical season. Come and See topic displays will remain separate from the focal point to reinforce the distinctiveness between prayer and liturgy and Religious Education. In this way they will be an outward sign of the school's ethos.

Voluntary Worship and Retreats

An area for quiet prayer and reflection is set up at various points in the year and is used voluntarily by the children. Opportunities to pray the Stations of the Cross are presented during Lent but displayed permanently in the hall. Children in Year 4 who are preparing to make their First Holy Communion are given the opportunity to attend a class retreat at the Emmaus Youth Village; children in Years 5 and 6 are encouraged to attend the SVP Vinnie Summer Camp at Holy Island.

Other opportunities

Regular school and parish masses are scheduled throughout the year with parents/carers being invited to attend.

¹ Christ at the Centre Rev Marcus Stock, 2005



Eucharist

Eucharistic celebrations in will highlight a special occasion and will involve children from Reception through to Year 6. The same general principles will apply to planning a Eucharistic celebration as other acts of prayer and liturgy, therefore opportunities for children to participate will be maximised. When preparing these celebrations reference will be made to the 'Directory for Masses with Children' as a basis for our practice. In conjunction with Fr Bill, the RE Coordinator will prepare the mass booklets and hymn sheets.

The Co-ordinator for Prayer and Liturgy

The Co-ordinator for Prayer and Liturgy is Caroline Kennedy who liaises closely with the Headteacher and the RE Planning Group.

The **Prayer & Liturgy Schedule** is detailed below, as well as the calendar of how St Bede's celebrate the liturgical year by term.

Prayer & Liturgy Schedule		
Prayer & Liturgy	Date/Frequency	Leader
Whole School Celebration of the Word (COTW) - in line with the Liturgical Calendar	Weekly	Mrs Devine / SLT
Pupil Led Celebration of the Word	Weekly	Pupils, supported by class teacher
Daily prayers	Daily	Prayer Leaders
Daily Prayer & Liturgy	Daily	Class teacher & Prayer Leaders
Class Celebration of the Word with parents/carers	Annually	Pupils, supported by class teacher



Annual Celebration of the Word with Parents	Class	Date
Theme - FHC – Reconciliation – The Lost Sheep	Year 4	16.10.25
Theme – Domestic Church - Loving	Year 6	14.11.25
Theme - Advent - Hope	Year 5	04.12.25
Theme – Local Church - Books	Year 2	28.01.26
Theme – Journeys	Year 3	03.02.26
Theme – Eucharist	Year 1	10.03.26
Theme - Easter	Reception	31.03.26

Autumn 2025: Church - School Calendar

Month	Event	Date
October	Year 4 COTW	Thursday 16 th October (9.00am)
November	- Mass - Celebration of the Word – Y6	Thursday 6 th November (10.00am) Friday 14 th November (9.00am)
December	- Celebration of the Word – Y5 - First Confessions - KS2 Christmas Carol Service	Thursday 4 th December (9.00am) Tuesday 9 th December (4.00pm) Thursday 18 th December (2.00pm)



Spring 2026: Church - School Calendar

Month	Event	Date
January	- The Epiphany of the Lord - Celebration of the Word – Y2	Thursday 8 th January (10.00am) Wednesday 28 th January (9.00am)
February	- Celebration of the Word – Y3 - Ash Wednesday Service	Tuesday 3 rd Feb February (9.00am) Wednesday 18 th February (9.15am)
March	- Celebration of the Word – Y1 - Stations of the Cross - Y5 / Y6 - Stations of the Cross - Y3 / Y4	Tuesday 10 th March (9.00am) Friday 13 th March (11.15am) Friday 27 th March (11.15am)
April	- Celebration of the Word - Rec - Holy Week Mass	Tuesday 31 st March (9.00am) Thursday 2 nd April (10.00am)

Summer 2026: Church - School Calendar

Month	Event	Date
May	- Y4 Retreat – Emmaus Youth Village - Feast of St Bede / May Procession	Monday 18 th – Wednesday 20 th May Thursday 21 st May (10.00am)
June	- First Holy Communion - Going Forth Mass - Ss Peter & Paul	Saturday 20 th June (10.00am) Sunday 28 th June (9.30am) Thursday 2 nd July (10.00am)
July	End of Year Mass	Thursday 16 th July (10.00am)



6. 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. 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.

7. Training and formation

All new staff will be supported during induction and beyond, so that they fully 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 all staff understand the importance of prayer and liturgy and relevant staff are well supported to lead as required.

8. 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, clergy, and governors. Areas for development will be identified and issues raised will be actioned and evidenced as appropriate

9. Review

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

This prayer and liturgy policy has been approved and adopted by the governing body in September 2025 and will be reviewed in September 2027.

Signed by the Chair of Governors:

Signed by the Headteacher:



Appendix 1

Common prayers

This list is introduced in section 7.10 of the directory.

Age phase	5-7 (KS1)	7-9 (Lower KS2)	9-11 (Upper KS2)	11-14 (KS3)
Prayers	The Sign of the Cross The Lord's Prayer Hail Mary Glory be Grace before meals Grace after meals	The Apostles' Creed An Act of Contrition Angel of God Come, Holy Spirit The Prayer of St Richard of Chichester	Morning Offering The Rosary The Magnificat Act of Faith Act of Hope Act of Love	The Benedictus The Angelus Hail Holy Queen The Memorare Jesus, Mary and Joseph, I give you Eternal Rest

The Sign of the Cross

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

*The sign of the cross is both an action and a statement of faith.
A physical reminder of our redemption in the cross and an expression of faith in the Trinity.*

The Lord's Prayer

Our Father who art in heaven,
hallowed be thy name.
Thy kingdom come.
Thy will be done on earth,
as it is in heaven.
Give us this day our daily bread,
and forgive us our trespasses,
as we forgive those who trespass against us,
and lead us not into temptation,
but deliver us from evil.

The Lord's Prayer 'is truly the summary of the whole of the Gospel'. (CCC 2761.)



The Hail Mary

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.

The first part of the Hail Mary is biblical, drawn from Gabriel's greeting to Mary at the Annunciation and Elizabeth's greeting at the Visitation. The second part of the prayer has its origins in 15th-century Italy.

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.

*The doxology is a short expression of praise of the Trinity dating back to the early Church.
It is used extensively in the Liturgy of the Hours and in devotions such as the Rosary.*

Grace before meals

Bless us, O Lord, and these your gifts
which we are about to receive from your bounty.
Through Christ our Lord. Amen.

Grace after meals

We give you thanks, Almighty God,
for all your benefits,
who live and reign, world without end.
Amen.



The Apostles' Creed

I believe in God,
the Father almighty
Creator of heaven and earth,
and in Jesus Christ, his only Son, our Lord,

At the words that follow, up to and including the Virgin Mary, all bow.

who was conceived by the Holy Spirit,
born of the Virgin Mary,
suffered under Pontius Pilate,
was crucified, died and was buried;
he descended into hell;
on the third day he rose again from the dead;
he ascended into heaven,
and is seated at the right hand of God the Father almighty;
from there he will come to judge the living and the dead.

I believe in the Holy Spirit,
the holy catholic Church,
the communion of saints,
the forgiveness of sins,
the resurrection of the body,
and life everlasting. Amen.

*Based on baptismal documents of the 8th century
but related to texts of an earlier origin.*

Act of Contrition

O my God,
because you are so good,
I am very sorry that I have sinned against you,
and with the help of your grace
I will not sin again.

One of the forms of the Penitent's Prayer of Sorrow found in the Rite of Penance.

Angel of God

Angel of God,
my guardian dear,
to whom God's love commits me here,
ever this day be at my side,
to light and guard, to rule and guide. Amen.

The prayer is based on one by Reginald of Canterbury in the early 12th century.



Come, Holy Spirit

V. Come, Holy Spirit, fill the hearts of your faithful.

R. And kindle in them the fire of your love.

V. Send forth your Spirit and they shall be created.

R. And you will renew the face of the earth.

Let us pray

O God, who by the light of the Holy Spirit,

did instruct the hearts of your faithful,

grant that by that same Holy Spirit,

we may be truly wise, and ever rejoice in your consolation,

Through Christ our Lord. Amen.

*This prayer is a compilation of a number of liturgical texts drawn from the
Mass and Office of Pentecost and the Votive Mass of the Holy Spirit*

Prayer of St Richard of Chichester

Thanks be to you, my Lord Jesus Christ,

for all the benefits which you have given me,

for all the pains and insults which you have borne for me.

O most merciful Redeemer, friend and brother,

may I know you more clearly,

love you more dearly,

and follow you more nearly,

day by day. Amen.

Morning Offering

O Jesus,

through the most pure heart of Mary,

I offer you all my prayers,

thoughts, works and sufferings of this day

for all the intentions of your most Sacred heart.



The Rosary

For each mystery or decade, one Our Father, ten Hail Marys and the Glory be is recited.

The Joyful Mysteries

(Recited Monday and Saturday)

The Annunciation (Luke 1:26–38)

The Visitation (Luke 1:39–45)

The Nativity (Luke 2:1–7)

The Presentation in the Temple (Luke 2:22–35)

The Finding in the Temple (Luke 2:41–52)

The Mysteries of Light

(Recited Thursday)

The Baptism of Jesus (Matthew 3:13–17)

The Wedding Feast of Cana (John 2:1–12)

The Proclamation of the Kingdom, with the call to Conversion (Mark 1:14–15; 2:3–12)

The Transfiguration (Luke 9:28–36)

The Institution of the Eucharist (Matthew 26:26–29)

The Sorrowful Mysteries

(Recited Tuesday and Friday)

The Agony in the Garden (Mark 14:32–42)

The Scourging at the Pillar (Matthew 27:15–26)

The Crowning with Thorns (Matthew 27:27–31)

The Carrying of the Cross (John 19:15–17; Luke 23:27–32)

The Crucifixion (Luke 23:33–38, 44–46)

The Glorious Mysteries

(Recited Wednesday and Sunday)

The Resurrection (Matthew 28:1–8)

The Ascension (Acts 1:6–11)

The Descent of the Holy Spirit (Acts 2:1–12)

The Assumption (1 Thessalonians 4:13–19)

The Coronation of Mary Queen of Heaven and Earth (Revelation 12:1; 14:1–5; Isaiah 6:1–3)



Prayer concluding the Rosary

[Hail, Holy Queen, etc. as above]

V. Pray for us, O holy Mother of God.

R. That we may be made worthy of the promises of Christ.

Let us pray.

O God, whose only-begotten Son,
by his life, death and resurrection,
has purchased for us the rewards of eternal life,
grant, we beseech thee,
that meditating on these mysteries
of the most holy Rosary of the Blessed Virgin Mary,
we may imitate what they contain
and obtain what they promise,
through the same Christ our Lord.
Amen

The Magnificat

My soul proclaims the greatness of the Lord,
and my spirit rejoices in God my Saviour,
for he has looked upon his handmaid in her lowliness;
for behold, from this day forward,
all generations will call me blessed.

For the Almighty has done great things for me,
and holy is his name.

His mercy is from age to age
for those who fear him.

He has made known the strength of his arm,
and has scattered the proud in their conceit of heart.

He has cast down the mighty from their thrones
and has exalted those who are lowly.

He has filled the hungry with good things,
and has sent the rich away empty.

He has helped his servant Israel,
mindful of his mercy,
even as he promised to our fathers,
to Abraham and his descendants for ever.

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.

Mary's song of praise was first sung to her cousin Elizabeth (Luke 1:46–55).

It is sung daily at Evening Prayer



Act of Faith

My God, I believe in you
and all that your Church teaches,
because you have said it,
and your word is true.

Act of Hope

My God, I hope in you,
for grace and for glory,
because of your promises,
your mercy and your power.

Act of Love

My God, because you are so good,
I love you with all my heart,
and for your sake,
I love your neighbour as myself.

The Benedictus

Blessed be the Lord God of Israel:
for he has visited his people and redeemed them;
he has raised up for us a horn of salvation
in the House of David his servant,
as he spoke through the mouth of his holy ones,
his prophets from ages past:

To grant salvation from our foes,
and from the hand of all who hate us,
showing mercy to our fathers,
remembering his holy covenant;
the oath he swore to Abraham our father,

To grant that freed from the hand of our foes,
we may serve him without fear
in holiness and righteousness
all the days of our life.

And you, little child, will be called
the Prophet of the Most High,
for you will go before the Lord
to make ready his ways:
to grant knowledge of salvation to his people



by the forgiveness of their sins;

Through the tender mercy of our God,
the Dawn from on high will visit us,
to shine on those who sit in darkness,
and those in the shadow of death;
to guide our feet into the way of peace.

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 Canticle of Zechariah, father of John the Baptist, is taken from Luke's Gospel (Luke 1:68–79).

It is sung daily at Morning Prayer.

The Angelus

V. The Angel of the Lord declared unto Mary.
R. And she conceived of the Holy Spirit.

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.

V. Behold the handmaid of the Lord.
R. Be it done unto me according to thy word.

Hail Mary.

V. And the Word was made flesh.
R. And dwelt among us.

Hail Mary.

V. Pray for us, O holy Mother of God.
R. That we may be made worthy of the promises of Christ.

Let us pray;
Pour forth, we beseech thee, O Lord,
thy grace into our hearts;
that we, to whom the Incarnation of Christ, thy Son,
was made known by the message of an angel,

may by his Passion and Cross be brought to the glory of his Resurrection.
Through the same Christ, our Lord.

Amen. *The Angelus is traditionally said three times a day: at 6am, 12 noon, and 6pm.*



Hail, Holy Queen (Salve Regina)

Hail, Holy Queen, Mother of Mercy,
Hail our life, our sweetness and our hope!
To thee do we cry, poor banished children of Eve. To
thee do we send up our sighs,
mourning and weeping in this valley of tears!
Turn, then, most gracious Advocate,
thine eyes of mercy toward us,
and after this, our exile,
show unto us the blessed fruit of thy womb, Jesus.
O clement, O loving,
O sweet Virgin Mary.

The Salve Regina is one of the Marian Anthems sung at Night Prayer

The Memorare

Remember, O most gracious Virgin Mary,
that never was it known that anyone who fled to thy protection,
implored thy help, or sought thy intercession, was left unaided.
Inspired by this confidence I fly unto thee,
O Virgin of virgins, my Mother.
To thee do I come, before thee I stand, sinful and sorrowful.
O Mother of the Word Incarnate, despise not my petitions,
but in thy mercy hear and answer me.
Amen.

A 16th-century version of a longer 15th-century prayer.

Jesus, Mary and Joseph

Jesus, Mary and Joseph, I give you my heart and my soul.
Jesus, Mary and Joseph, assist me in my last agony.
Jesus, Mary and Joseph, may I breathe forth my soul in peace with you.

Eternal Rest

Eternal rest grant unto them, O Lord,
and let perpetual light shine upon them.
May they rest in peace.
Amen.

Based on the Entrance Antiphon of the Mass for the Dead.



Appendix 2

Celebration of the Word Monitoring Form

St Bede's Catholic Primary School: Celebration of the Word (COTW) Monitoring Form		
Year:	Date:	Duration:
Structure	Prompts	Evidence
Planning:	• Participation of pupils in planning and leading COTW • Adherence to format of gather, Word, respond and mission • Standard of preparation and organisation	
Gathering	• Prayerful and respectful atmosphere created • Use (and appropriateness) of music • Use of special objects to enhance prayer and liturgy • Inclusivity of all pupils	
Word	• Clarity/appropriateness of theme to liturgical season • Prominence given to Scripture • Opportunities for pupils to actively participate in COTW	
Responding	• Silence used effectively with opportunity given for quiet reflection • Opportunity for individual and communal prayer in a variety of forms: traditional, spontaneous, litany, intercession, meditation etc • Opportunity to use liturgical responses and actions • Opportunity to respond to the Word: creative expression of own thoughts through prayer, art, gesture, song, dance and drama	



Going Forth (Mission)	• Opportunity to put beliefs/faith into action	
Outcomes	• Pupil engagement, interest & concentration • Pupil respect, reverence and behaviour • Pupil participation in prayer • Do pupils undertake ministries with confidence? • Opportunity for spiritual growth • Opportunity to reflect • Opportunity to look outwards – awe and wonder, think about the needs of others	
Evaluation	• Is the COTW evaluated at the end of each session? • What changes are made for future COTW? • Is the COTW revisited a few days later so that children have had time to reflect on it and their mission?	
Strengths:		
Areas for development:		



Appendix 3

Prayer and Liturgy Resources

1. Class candle (battery operated)
2. Holding cross
3. Box of tea lights /Tea lights (battery operated)
4. Tea light holders
5. Coloured pebbles / natural stones
6. Heart
7. Prayer cube
8. Bowl
9. Vase
10. Purple candle
11. Lilac candle
12. Green candle
13. White candle
14. Wooden rosary beads
15. Statue of Mary
16. Icon of St Bede
17. Children of the World El Salvador cross
18. Hail Mary & Our Father prayers on wooden crosses
19. God's Story
20. Bible (appropriate to age of the children)
21. Bible – English Standard Version
22. Liturgy Planner
23. Pray 2gether box
24. Nativity set/scene & Advent wreath
25. Liturgical cloths (green, white, purple, lilac, red)
26. Templates: paper hearts (lined), crosses (unlined), candles (lined), star (lined and unlined), praying hands (lined and unlined), footprint (lined and unlined), doves (lined), fire (lined and unlined), palm leaves (unlined) and baptismal candle (unlined).
27. Laminated creative prayer resources