



**St Cuthbert's RCVA Primary School**

# **Collective Worship Policy**

**September 2016**

## **Policy for Collective Worship**

### **Respecting Rights:**

This policy is written with consideration to our school commitment to the Rights of the Child and our achievement of becoming a Rights Respecting School. Although direct reference to this is not continuously made, the policy has been written with full awareness of our respect for Children's Rights.

### **Mission Statement**

St Cuthbert's Primary School offers a distinctive catholic education within a caring, welcoming, Christian community where everyone can feel valued, confident and secure, and have the opportunity to reach their full potential. We believe that each person is unique, talented and loved by God. By working in partnership with parents, parish and the community, we aim to create a challenging, stimulating and effective environment, where Christ is our inspiration.

**“You are unique, talented and loved by God.”**

### **The Nature of Collective Worship:**

We believe that Christian 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 Place of Collective Worship in the Life of St Cuthbert's School:**

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.

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.

### **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
- To reflect on spiritual and moral issues
- To explore their own beliefs
- To respond to and celebrate life
- To experience a sense of belonging and develop community spirit
- To develop a common ethos and shared values
- To enrich religious experience
- To grow in liturgical understanding and development

- To reinforce 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 this school will:

- Give glory and honour to God;
- Be a quality activity, fundamental to the life of the school and its Catholic character;
- Develop in pupils skills that enable them to prepare, organise and lead worship rather than always participating or contributing in a token way;
- 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.<sup>1</sup> In order to do this, celebrations will:
  - be kept small wherever possible or appropriate to help to personalise the experience;
  - be short and appropriately paced
  - be simple, including a range of experiences offered in a variety of groupings and in a variety of settings.

Collective worship in our school will be:

- properly planned
- adequately resourced
- recorded (theme of worship will be recorded on weekly planning sheet)
- monitored
- evaluated

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.

### **Organisation of Collective Worship in our school:**

- 2 or 3 whole school collective worship sessions per week lasting 5 – 10 minutes at the beginning of assemblies/hymn practices in the school hall.
- On a Monday, whole school collective worship will be linked to the Statement to live by and will be led or supervised by Senior Leadership team, with upper KS2 children planning, preparing and leading the collective worship in small groups.
- On a Friday, whole school collective worship is led by classes, and is usually linked to their RE theme. Parents and families will be invited to this worship.
- If there is no Friday class collective worship, we will meet for prayer and the spend time in House Groups.
- 2 or 3 class collective worship sessions per week appropriate to the children's age group
- It is expected, in upper KS2, that children will lead collective worship within their classrooms and begin to lead whole school worship in line with the Statement to live by. This will be supported by relevant staff and modelled prior.
- Collective worship is also encouraged at home through the use of Travelling crib bags (KS1) and Lent bags (KS2 only).

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<sup>1</sup> Directory for Masses with Children, paragraph 9.

## **Resources**

Collective worship resources are kept in the head teacher's office, the Subject Coordinator's room and the R.E. section in the resources room.

The following resources are available in school as of September 2016, but will be regularly updated:

### Liturgy Resources

- Large whole school Missal
- The Book of Weekday Readings Adapted for Children
- Universalis
- Pray Together Book 1 and Book 2 *Kevin Mayhew*
- Reconciliation Services for Children *Gwen Costello*
- 'Welcome' *Jenny Pate*
- Celebrating Advent & Christmas Liturgies with Young children
- The Way of the Cross *Redemptorist Publications*
- Jesse tree Kit *PBM*
- Parable of the Good Samaritan Book *PBM*
- Parable of the Good Samaritan Teaching Resource *PBM*
- *Welcome to the Mass* *PBM*
- The Complete Children's Liturgy Book *Katie Thompson*
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### Music

- Share the Light *Bernadette Farrell*
- Watch & Pray *Taize*
- How can I keep from singing 1 & 2 *CJM Music*
- No Pianist for Assembly? *Catholic Hymns & Songs*
- Songs for Every Assembly
- Songs for Every Easter
- Songs for Every Christmas *Out of the Ark Music*
- John Burland Collection
- John Burland Come and See

### Artefacts

- Liturgical seasonal cloths and candles for each class and main hall.
- Hand held crucifixes – 6 small & 2 adult size, & 4 hand held painted crucifixes.
- Travelling cribs x3
- Large and small electric Candles to be used as main prayer focuses in class.
- Fold up crib images
- Advent wreaths per class and one for the main hall.
- Baptismal Candle
- 1<sup>st</sup> Communion certificate
- Stations of the Cross

### **The Co-ordinator for Collective Worship:**

*Mrs Nicola Noble (see attached job description)*

**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. Fr Hastie the RE governor and the Foundation Governors in particular will play a most important role.

This policy was written by the R.E co-ordinator following discussions with the teaching and support staff.

This policy will be reviewed in June 2019.

# 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'.
- Assisting staff when 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
- Maintaining 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 Diocesan RE Centre

## **Professional development / Ongoing formation**

- Leading and organising inservice 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

## Appendix 2

### **Legal Requirements**

We acknowledge the legal requirement that there must be a daily act of worship 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.) 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.

As a rule, acts of worship will take place on the school premises. However, the governing body has the discretion to allow acts of worship to be held elsewhere e.g. church, "on a special occasion".

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

# Appendix 3

Year Group: \_\_\_\_\_ Monitoring of Collective Worship Date: \_\_\_\_\_

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

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

Coordinator ...

Class Teacher ...

## Resources for Collective Worship in Catholic Primary Schools

### Books

**A First Look- Prayer.** Lois Rock. Lion Hudson Plc (1997) ISBN: 0745937519

**And the Children Pray:** Janaan Manternach. Ave Maria Press (1989) ISBN: 0877934126

**Assemblies for liturgical seasons & school occasions, Volume One :** Jude Groden and Christ O'Donnell :McCrimmon :0-85597-615-2

**Celebrating the Mass.** Bishop's Conference. Catholic Truth Society (2005) ISBN: 1860822908

**Children's Daily Prayer::** Elizabeth McMahon Jeep : Liturgy Training Publications : 1-57854-375-1 ( Published annually for the beginning of the academic year).

**Classroom Prayer Services for the Days of Advent and Lent :** Gwen Costello :Twenty-third Publications : 0-89622-737-5

**Don't just do something - Sit there** (Developing children's spiritual awareness) : Mary K. Stone. An RE-ME Enquiry Service Publication : ISBN 1-897-805-01-2

**Enjoying the Mass.** Joan Brown. Kevin Mayhew Ltd (2002) ISBN: 1840039736

**Fifty Masses with Children :** Francesca Kelly : Columba Press : 1-85607-043-3

**Guided Meditations for Children 1,2 and 3 – How to teach Children to Pray using Scripture:** Jane Reehorst, B.V.M.

**In Joyful Hope – Advent Prayer and Worship in the Catholic Primary School :** Carmel Hanley fcj and Rita Tunstall : available from Sr Carmel FCJ, 214 Barton Road, Stretford M32 8DP

**Looking Beyond:** Jill Giles. Kevin Mayhew Ltd (2002) ISBN 1840039841

**Masses with Young People.** Sr Jude Groden and Father Christopher O'Donnell. McCrimmon Publishing Co Ltd (2006) ISBN 0855976802

**Multi- Sensory Prayer.** Sue Wallace. Scripture Union Publishing (2000) ISBN: 1859994652

**New Ideas for Creative Prayer.** Judith Merrell. Scripture Union Publishing (2002) ISBN 1859995896

**Our Poems and no messin'.** Margaret Cooling. Scripture Union Publishing (2002) ISBN: 1859995896

**Poems and Prayers for a Better World :** compiled by Su Box and Felicity Henderson : Lion : 0-7459-3886-8

**Prayer of a Fragile World.** Carol Watson. Lion Hudson Plc (1997) IBSN: 0745937055

**Praying with Children – Some ways and means:** Jenny Pate : McCrimmons : 0-85597-546-

**Seasons of Celebrations – Prayers, Plays and Projects for the Church Year** : Patricia Mathson : Ave Maria Press :0-87793-566-1

**Spirit of the Season:** a free to use/copy classroom resource : at [www.liturgy.demon.co.uk](http://www.liturgy.demon.co.uk)

**Spiritual Garments.** Julie McCann. Decani Books (2006) ISBN: 1900314177

**The Lord Be With You – Introducing the Mass to Children:** Jenny Pate : McCrimmons : 0-85597-579-2

**Volume Two – Assemblies for Feasts, Mary and the Saints:** 0-85597617-9

**The Welcome Table – Planning Masses with Children** ( Contains the complete text of the Church's *Directory for Masses with Children*) : Elizabeth McMahon Jeep : Archdiocese of Chicago. Liturgy Training Publications : 0-930467-38-8

**Ways to Pray with Children** (Prayers, Services and Activities): Barbara Ann Bretherton. Twenty-Third Publications : 0-89622-670-0

**Welcome: Celebrations for young children for the Church's year:** Jenny Pate. McCrimmons: 085597642-X

**Whispering in God's Ear.** Alan Macdonald. Lion Hudson Plc (2004) ISBN: 0745936725

**You're Special.** Julia Giles. Kevin Mayhew Ltd (2002) ISBN: 1840039841

### **Prayer and Worship Resources**

Prayer Themes & Guided Meditations	B.A. Bretherton
With the Word of God	J. Groden & C. O'Donnell
Directory on Children's Masses	Congregation for Divine Worship
Eucharistic Prayers for Masses with Children	"
Marking the Liturgical Year	Diocese of Portsmouth
With Hearts and Minds	Bishops' Conference

## Musical Resources

**Agape:** Marty Haugen

**Alive-O:** Veritas

**All Are Welcome:** Marty Haugen

**A Year of Celebration – Songs for Children :** McCrimmon

0-855975-44-X Melody/Guitar Edition

0-85597-552-0 Congregational copy

*Revised edition contains an index cross-referring to the 'Here I Am' programme.*

**Calling the Children :** Chris Walker : OCP Publications

Includes a set of Eucharistic Acclamations.

**Celtic Mystic Moods:** Seamus Byrne

**Children at Heart :** Paul Inwood : OCP Publications : 0-915531-895

Includes Acclamations for the Word, Dismissal Chants for Children's' Liturgy of the Word, several Eucharistic Prayer settings and a bereavement song for children. The cassette and CD also include all the music without voices which can be used for accompaniment purposes while learning the music.

**Christ Be Our Light:** Bernadette Farrell

**Classic FM:** Various Artists

**Come All You People** - 40 shorter songs for worship : John L. Bell : Wild Goose Resource Group

**Dreamcatcher:** Secret Garden

**Fire of Love:** Margaret Rizza

**Fountain of Life:** Margaret Rizza

**God Beyond All Names:** Bernadette Farrell

**How Can I Keep From Singing 1 & 2:** CJM Music

**Jubilate:** Taize

**Kidsource :** Kevin Mayhew, (K) : 1-84003-310-X

**Light The Fire:** Liam Lawton

**Quiet Time:** Frank Leto

**Rejoice and Sing:** CJM Music

**Rejoice One and Rejoice Two – Songs for Celebration :** Collins : 0-00-711776-0 (One)  
0-00-711777-9 (Two)

*CD's to accompany 'Here I Am'.*

**Restless Is The Heart:** Bernadette Farrell

**Resurrexit:** Taize

**Sacred Story:** Liam Lawton

**Share the Light :** Bernadette Farrell : OCP Publications

Songbook, ref. 111549TC

Cassette, ref. 111550TC

CD set, ref. 111551TC

*The CD includes videos of some of the songs using American and British Sign Language, playable on a computer.*

**Shepherd Moons:** Enya

**Someone's Singing Lord :** A&C Black (SSL) : 0-7136-1730-6

**Songs for Everyday Assembly :** Out of the Ark Music : 0-951911-61-9

**Songs of Sanctuary:** Adiemus

**The Celts:** Enya

**The Complete Come and Praise :** BBC, (CCP) : 0-563-34580-2

**The Healer:** Seamus Byrne

**There is One Among Us** –more shorter songs for worship : John L. Bell : Wild Goose Resource Group

**Walking By Faith:** David Haas & Robert W. Piercy

**Watch & Pray:** Taize

**With You Always:** Taize



**Any classical compilations can be bought quite cheaply in music shops. This list is by no means exhaustive. It gives some good examples. Continue to build your own store of resources.**

