



Good Shepherd Catholic Primary School
Prayer and Liturgy Policy



Liturgy and Prayer Policy

Date of Policy: September 2022

Date of Review: September 2024

Responsible for Policy: Local Governing Body

Policy Approved: December 2022

Signature: Ann Harkin, Chair of Governors



Good Shepherd Catholic Primary School

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“Catholic Theology emphasises that faith, while always a personal response to God, is never to be regarded simply as the response of an individual believer. Rather it is always expressed in and through participation in the life of the community of faith...through their active participation in prayer, sacramental life and service to others.”

Religious Education – Curriculum Directory for Catholic Schools

As a Catholic School we base our worship, ethos and curriculum around the teachings of Christ. Our Christian identity is a focal point and it is at the heart of everything that we do. We aim to make the Liturgical life of the school both creative and diverse to ensure that we stimulate and challenge the children in a spiritual way. The policy is to support the Liturgical life of the school by providing guidelines for various acts of prayer and liturgy from the individual, to class prayer times, to Masses with the Parish and the wider community. We also recognise the rich multicultural society within which we live. We reflect other cultures in our worship and teachings where appropriate. We explore other faiths to enable us to deepen our understanding of our own faith.

Opportunities for acts of Prayer and Liturgy at Good Shepherd

Dedicated Class Time

- ✦ Prayers will be said in class four times a day (Morning, Before Lunch, After Lunch and End of the Day). This follows the pattern of prayer within the Church. Children may be selected to lead prayers during this time.
- ✦ Special Intention Prayer Times will be delivered by Class Teachers, when appropriate, to respond to the needs of the community or to a key event.
- ✦ Teacher led Prayer sessions take place weekly in order for children to learn the Traditional Prayers allocated to their Year Group, see good role models for prayer and to have experiences of praying in different ways.
- ✦ ‘Child-Led Prayer’ takes place weekly as a class act of prayer.

Assemblies

- ✦ Monday Assembly takes place for the Whole School each week and is known as ‘Mission Assembly’. This Assembly provides the children with an opportunity to reflect upon the meaning of the Gospel from the previous Sunday. Mission Assembly is led by the Principal or Assistant Principal. The GIFT (Growing in Faith Together Team) support the delivery of this.
- ✦ Occasionally, guest speakers will be invited to lead assemblies.
- ✦ Friday Assembly takes place for the Whole School each week and is known as ‘Celebration Assembly’. This Assembly focuses on celebrating the gifts and talents of children and how we can use these for the good of others. Parents and Carers are also invited to attend to share in this celebration.
- ✦ Hymn Practice takes place each Wednesday and is led by the RE and Music Lead.
- ✦ Each half term, the GIFT team, supported by the RE Lead, will deliver a Whole School Assembly introducing the half term’s Values and Virtues.



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- † Over the course of an academic year, each class are allocated 1 Class Assemblies to deliver to the school community. These are based on a specific theme (e.g. the liturgical season, Saint Day) and follow the Gather, Listen, Respond and Go Forth format.

School Liturgy and Mass

- † Throughout the year there will be opportunities for the School and Parish community to come together in worship and participate in the Mass.
- † Children will be given every opportunity to participate in the preparation and leading of Mass.
- † Each Class is allocated Masses throughout the year to prepare and lead.
- † Whole School Mass is celebrated twice a half term, or more for Holy Days of Obligation..
- † Each Class will also have Class Masses. These happen every fortnight at St Elizabeth's Church and follow a roto, in conjunction with ST Elizabeth's School, set out by the RE Lead.

Staff Prayer

- † On a weekly basis, there is an opportunity for staff to attend Staff Prayer. This takes place on a Monday Morning during Briefing.
- † SLT are encouraged to lead this prayer on a rota basis each week.
- † Prayer and reflection also forms part of the weekly Staff Meeting.
- † Extended Prayer or the celebration of Mass is always planned in to INSET days.

Retreat Experiences

- † We aim to offer all students an off-site retreat experience during their time at Good Shepherd. These include a First Holy Communion and Confirmation Retreat linked with our feeder Secondary School Cardinal Wiseman.
- † When children are in Year 5 they attend Alton Castle for a 2 night Retreat.
- † One Life Music visit school annually to lead a whole school retreat in which Staff and Governors are invited to attend.

Raising Awareness of Prayer and Liturgy

- † As a Catholic School we recognise the importance of positive role models and examples in the school community. As such it is important to promote, inform and report to stakeholders about Prayer and Liturgy.
- † The Principal report to Governors includes an overview of Prayer and Liturgy (Collective Worship). This is reported termly.
- † Staff use Social Media to celebrate the opportunities of Prayer and Liturgy presented to children.
- † The weekly newsletter also highlights the importance of Prayer and Liturgy within our School Community and examples of this is celebrated within school.



Planning Prayer and Liturgy




The Model for Prayer and Liturgy

When planning any services, we use the Gather, Listen, Respond and Go Forth model. This model reflects the four parts of Mass and it is a good basis on which to plan prayer and liturgy. The table later in the policy gives some suggestions on how to plan acts of prayer and liturgy based on this model.

When planning prayer and liturgy, it should reflect the theme, or liturgical season of the church where appropriate. *(For example: don't sing Alleluia during a Lent worship, or have a lively upbeat service for a Reconciliation service that has a reflective undertone.)* Allow the children to feel differences in the mood of the Liturgical calendar and to experience a variety of prayer and liturgical opportunities in order to further their spiritual self.

Child-Led Prayer

As the children grow in age and confidence, they can take a more active part in the planning and delivery of Prayer.

-  Children in **EYFS**, can prepare the focus - *e.g. selecting the right liturgical colour of cloth, placing a candle and a Bible in the centre, with the adult placing any additional props.* Child created resources may also be used where appropriate to support the prayer or liturgy *e.g. a piece of material made by the children using a hand print or foot print.*
-  Children in **Key Stage 1** can plan prayer opportunities with support from an adult, using the child-led prayer planner. Children help to choose the songs sung with guidance so they fit in the theme of the Worship, choose the artefacts needed and the correct liturgical cloths as a teaching point or reinforcement and assist in planning and leading a response activity for other children to participate in during the act of prayer.
-  Children in **Key Stage 2** can plan simple acts of prayer, reflecting on the four aspects Gather, Listen, Respond and Go Forth. The children select which reading from scripture to use as a focus and can think about the type of response that would be the most appropriate *e.g. John the Baptist, using holy water and inviting each child to bless themselves in response to a meditation read.* They deliver all elements of prayer independently and evaluate their act of prayer with a staff member once complete.



Assemblies and Celebrations

Planning an Assembly

When planning an assembly with the class or preparing an assembly for the school, a similar format to the Mass can be used. Books, media stimuli and materials that can be used are available to staff. A good starting point is either a theme relevant to the community who will be listening to the assembly or a celebration taken from the Liturgical Calendar either a Feast day, or the Gospel from the Sunday. In the appendix there is a suggestion for a prayer time and a blank copy that can be used in planning a service. This follows the Gather, Listen, Respond and Go Forth format used in the table on the following page.

Displays for Gatherings

If you are making a display for an Assembly during key Liturgical seasons, we encourage the use of colour to show the changes through the year reflecting the vestments and colours shown in Church.

Green – Ordinary Time

Purple – for Lent (sign of sorrow and kingship)

Cerise – for Advent

White - Christmas

White and Gold – Eastertide

Pentecost - Red

In addition key symbols, icons or visual aids could be used in the display e.g. bowl of water, pictures of the disciples, fishing net, fish to reflect on the Calling of the disciples.

Liturgical Music

There is a selection of music saved on SharePoint, and books to support prayer and liturgy covering a variety of themes. Music can be used directly in prayer and liturgy or used as background music for quiet moments or meditation. The internet also has a wealth of music (YouTube).

The music should reflect the liturgical season and/ or the theme for the Mass. It should be selected carefully. The music should also reflect the Congregation so that all can participate in the majority of the prayer or liturgy.

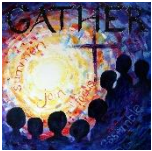


Members of staff should encourage children to take an active part in Worship leading the music or singing both in the classroom and for assemblies or Masses. This will also help the children grow in confidence and ability.

Staff leading liturgical music may attend or encourage others to attend In-service specific to Christian music such as those offered by CJM/ the Diocese/ other local Christian movements to enhance provision and obtain the latest songs relative to being a Christian today. Staff need to be confident in using the right music to reflect the Liturgical calendar or the theme of the Worship. The music on SharePoint is sorted in relation to theme/liturgical season.

Music from Christian Ministries will be actively encouraged to visit the school to widen the experiences of the children and their repertoire of songs.

The Four Parts To Prayer

There are four distinct parts to the Mass and this can form the basis for any act of prayer or assembly. These are some suggestions:

1. Gather				2. Listen	
Opening hymn/ song/ Taize chant (Song – Gather)  Dimmed lighting Light on a cross or object Procession Greeting/introduction Prayer An action – sign of peace/ lighting candle/ confession of sin Slide/ visual aid Poem Short drama				Psalms (spoken/ sung) New Testament reading Old Testament reading Gospel acclamation (Come O Lord) Gospel (processed in by a child) Drama of Gospel / Media Stimuli / Artwork Secular writing e.g. poem, speech “I have a dream” Meditation Use of Taize or classical music in the background whilst listening	
3. Respond				4. Go Forth	
Symbol	Significance	Activity/ action	Theme	Renewal of baptismal promises Final prayer A “Mission” to take away Final hymn/ prayer/ poem to conclude  What will you do today to spread the Good News?	
Water	Recalling Baptism Cleansing	Signing or washing hands with holy water (anyone can bless holy water with a simple prayer) Blessing each other with holy water	Christian unity Reconciliation Church Family Life		
Ice	Coldness of heart Sin	A block of ice used (melts with the sin) individuals go and touch the ice after reconciliation, individuals bring up an ice cube	Reconciliation		
Light (candles)	Christ the Light, light of faith, hope, stillness, peace	Individuals light candle, Dimmed light and focus on candles around a cross, night lights (MP3 First Light)	Church, Christian unity		
Oil	Dedication, vocation, healing	Anointing of hands with oil, using oil on forehead	Church, thanksgiving		
Hands	Peace	Making the sign of peace, laying of hands on one another (MP3 Break the Chains), paper hands placed by individuals as an offering of their own hands	Healing		
Prayers		Asking, thanking, silent prayers, use of music (e.g. Litany to the Father/ Lord May Your Kingdom Come)	Prayer/ intercession		
Incense	Prayer	Incense sticks burned as a fragrant offering	Prayer/ intercession		
Stone	Sorrow/ burden	Each person lays a stone at the foot of a cross			



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Planning a Mass

Environment:

A class can personalise the church, hall or classroom by creating a display focus or artwork that reflect the theme, season, or special characteristics of the celebration. The environment should be created through a tasteful and appropriate display that will highlight the parish, school, or religious program in its celebration of the Eucharist. Out of courtesy, inform the Priest who is saying the Mass so he is not surprised by the changes to the worship area. (He may even give you some helpful suggestions!)



Scripture Readings:

Scripture readings for each day of the year are already selected so all you have to do is locate and copy them so children can practice them before the Mass. You will want to give the children the opportunity to practice in the church/hall and use a live microphone. Try to keep the practice simple and brief. Ensure that children know how to approach the Sanctuary or Altar (if in school), and how to leave. The children should act in a reverent manner at all times during the readings.

The daily readings can be found in the Lectionary, (the book that contains all of the readings for the Mass.) This is available in the church. Universalis is a website/app which also contains the readings of the day. We also have a Children's Lectionary that is especially created for children's liturgies. If a school Mass is taking place on a Sunday, school staff must make sure that the readers in Church know that it is a school Mass and the children will lead the liturgy.

When using the lectionary you will need to know what liturgical season your Mass will be celebrated in (i.e. Ordinary Time; Advent; Lent; or Easter) and what Cycle the readings are in (Cycle A, B, or C). The cycle changes on the 1st Sunday of Advent.

Music:

Music chosen must reflect the **Gospel** and Liturgy of the Mass. It can bring in the theme for the celebration or any focus made by the Church e.g. Youth Sunday. It is important to make each celebration fresh and alive. Although a Mass may have been similar to one last year, try and choose alternative hymns. Your choice of music will also depend upon whether or not you will have the accompaniment of instruments with your singing. If there are no choir or instruments to assist you with the music, a basic rule to keep in mind is to choose songs that the children are familiar with. You don't want to be the only one singing. It's always good to practice the songs you'll be using before the Mass. If it is possible, plan to practice the songs with the entire school body before Mass begins. A PowerPoint/Mass Sheet should be prepared so that everyone has access to the songs.



- ✦ Make sure children speak clearly and wait for the responses if appropriate. The microphone/ sound system can be used but make sure the children have practised before!
- ✦ Practise with the children how to approach the altar reverently, bowing head to the priest and standing smart joining hands. Remind children that when they are standing at the front even when not reading- they should be reverent – everyone can see them!
- ✦ Be sure to give your selections to the Priest well ahead of time so he knows which prayers you've recommended.
- ✦ Make sure staff are at strategic points:
 - Someone to oversee the readers
 - Someone to oversee the offertory
 - Someone to oversee the music
 - Someone to signal to children when to receive Communion
 - A member of staff may be needed to give out Communion, check with Father before hand!



Reconciliation/ First Holy Communion/ Confirmation/ Sunday Masses

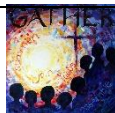
A planning meeting should be arranged with the Parish Priest at the outset to enable staff to share the Liturgy, ensuring that the Priest is fully informed and allowing him to make contribution and ideas to the service.

For all Masses/ Services - send over materials such as the planner/ Gospel / PowerPoint etc. via email to allow the Parish Priest time to reflect on the Liturgy.

Please Note:

Either the Associate Principal should see any Mass sheets, booklets or PowerPoints at **least 2/3 days** prior to printing/using to ensure everything is in place for ALL celebrations of Mass.

Preparing for Liturgy – The Structure of the Mass

	Part of Mass	Notes	Music
 Introductory Rites (The “ Gathering”)	Entrance Song	Should reflect the “Gathering” of people and the theme for the Mass (or season)	Gather, Here In This Time, All Powerful, Spirit come and meet me here
	Entrance antiphon	We meet God as we gather together	Should be reflected in entrance song
	Sign of the cross/ greeting	Our sense of identity/ belonging	
	Penitential Rite	We pray for forgiveness, ideally in positive statements, “You forgave our sins, we offer the times we have not listened” Finish with Lord have mercy or something similar	Father I have sinned Lord Have Mercy
	Gloria	Church’s song of joy, good to use as an PPT during an assembly (Look for the Trinity in sung versions) <u>Not sung during Lent/Advent</u>	Words must be the same
	Opening prayer	Allows a pause for the prayers to be gathered and given up.	
 Liturgy of the Word (The “ Listening”)	First reading	Old Testament in general links to the Gospel	
	Psalm	Response to the proclaimed word Can be split into two parts	Option to sing
	Second Reading	New Testament Doesn’t always relate to the Gospel, but a letter may be read over several weeks.	
	<u>Gospel Acclamation</u> (Highlight in the Mass)	Alleluia means “Praise God” and is an acclamation so should be sung! <u>Not said during Lent</u>	Come O Lord (during Lent)
	Gospel	Gospel could be acted out, signed, or read	All readings can help you pick out songs. Look for familiar words
	Homily		
	<u>Creed</u>		Can be sung



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	Prayers of the Faithful	<p>General guidance is</p> <ol style="list-style-type: none"> 1) Church 2) World 3) Local community 4) Any other needs (x ?) 5) Mary <p>Responses to prayer: Lord hear us/ Lord graciously hear us Lord in your mercy/ hear our prayer</p>	O Lord hear our prayer, when I call, answer me.
<div style="display: flex; align-items: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg);"> Liturgy of the Eucharist (Means "Thanksgiving") (Response) </div> </div>	Preparation of the gifts	Significance of this part is that the bread and wine represent us, they have been made with the work of human hands. (Bread and wine should be last in a procession)	Hymns should have words bread and wine (not blood and body)
	Sanctus	Eucharistic prayer is the prayer of the church that joins us with heaven. Sanctus should be sung "...and so we join with all the choirs of angels as we join them in their unending hymn of praise"	CJM Mass of St Jude Mass of St Bernadette
	Lord's Supper	We invoke the Holy Spirit to transform the bread and wine- words of institution are used, Jesus' command "Do this in memory of me"	
	<u>Memorial Acclamation</u> (Highlight in the Mass)	High point of the Mass- our response to what has just happened	CJM Mass of St Jude Mass of St Bernadette
	Great Amen	Should be with gusto. Amen means "I agree/ believe" and it should be highlighted	Various sung responses using "Amen"
	Our Father	Should be joined in by all the congregation whether it is sung or said.	Echo, Weiner, Mike Stanley
	Sign Of Peace	Getting us ready to receive Jesus, He is with us now and the actions are important forms of prayer.	Peace to you, Peace, look at the index
	Breaking of Bread	Breaking of bread covers the fourth action by Jesus. A piece of the host is placed in the chalice. This is a historical link to the Early Church.	Can be sung



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	Communion	We become in union with Christ symbolic as one body. This is our food for our journey to eternity, The prayer after communion gives us a foretaste of the banquet we will receive in heaven.	Hymns should reflect Christ's body and blood in union
 Concluding Rite (The "Go Forth")	Blessing	We thank God for the gift of Christ we have received and the effect on our lives. We are blessed and dismissed to go forth and make a better world	Can be sung
	Recessional Hymn	Should be relevant to elements of the Mass, or reflect the dismissing.	Should reflect the "Mission" element- we are going out to spread the Word.

There is a selection of books that can guide staff in planning for Masses. The books suggest themes and prayers for a variety of Liturgical seasons and themes. Where possible, children should be involved in the selection of readings and/ or music depending on their age. The readings and music should reflect the maturity of the children who are present.



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Appendix

Preparing for Liturgy - Structure of the Mass

This is to assist you in planning a liturgy with your class.

Explanations and Web sites are provided to further assist you in your planning.

	Part of Mass	Planner	Notes (e.g. staff)
Introductory Rites (The " Gathering")	Entrance Song: Should reflect the "Gathering" of people and the theme for the Mass (or season)	Song _____	
	Entrance antiphon We meet God as we gather together Sign of the cross/ greeting Our sense of identity/ belonging	A child or a couple of children could introduce the theme of the Mass: 1. 2.	
	Penitential Rite We pray for forgiveness, ideally in positive statements, "You forgave our sins, we offer the times we have not listened" Finish with Lord have mercy or something similar	Spoken ____ Sung _____ 1. 2. 3.	
	Gloria Church's song of joy, good to use as a PPT during an assembly (Look for the Trinity in sung versions) Not sung during Lent/Advent	Spoken ____ Sung _____	
	Opening prayer Allows a pause for the prayers to be gathered and given up (by Father)		
Liturgy of the Word (The " Listening")	First reading Old Testament in general	Reading from _____ Read by:	
	Psalm Response to the proclaimed word Can be split into two parts Hymn books refer and identify psalms.	Spoken ____ Sung _____ Read by:	
	Second Reading New Testament	Reading from _____ Read by:	
	Gospel Acclamation Glory to You O Lord (during Lent) Alleluia means "Praise God". Not said during Lent	Spoken ____ Sung _____ Read by	
	Gospel Gospel could be acted out, signed, or read	Reading from:	
	Homily		
	<u>Creed</u>		
	Intercessions Responses to prayer Lord hear us/ Lord graciously hear us Lord in your mercy/ hear our prayer Encourage children to stand reverently and to wait for the response from the congregation Can be sung e.g. O Lord hear our prayer Father, Father, Father hear our prayer.	General guidance is 1) Church 2) World 3) Local community 4) Any other needs (x ?) 5) Mary	Ensure a member of staff is near to guide the children up and help if they get stuck.



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Liturgy of the Eucharist (Means "Thanksgiving") (Response)	Preparation of the gifts Hymns should have words bread and wine (not blood and body)	Hymn _____ Procession by:	Ensure that you have the gifts ready – Father Des brings certain items with him. Items appropriate for the theme of the Mass can be brought too e.g. a world or children's work but the bread and wine must be brought forward last!
	Sanctus Eucharistic prayer is the prayer of the church that joins us with heaven. Sanctus should be sung "...and so with all the choirs of angels as we join in their unending hymn of praise"	Spoken ____ Sung _____	
	Lord's Supper We invoke the Holy Spirit to transform the bread and wine- words of institution are used, Jesus' command "Do this in memory of me"		
	Memorial Acclamation High point of the Mass- our response to what has just happened Various acclamations, see the back of Hymns Old and New	Spoken ____ Sung _____	
	Great Amen Should be with gusto. Amen means "I agree/ believe" and it should be highlighted	Spoken ____ Sung _____	
	Our Father Should be joined in by all the congregation whether it is sung or said.(Echo, Weiner, Mike Stanley)	Spoken ____ Sung _____	
	Sign Of Peace Getting us ready to receive Jesus, He is with us now and the actions are important forms of prayer. (Peace to you, Peace, look at the index)	Spoken ____ Sung _____	
	Breaking of Bread Breaking of bread covers the fourth action by Jesus	Spoken ____ Sung _____	
	Communion We become in union with Christ symbolic as one body. Hymns should reflect Christ's body and blood in union	Hymn (s): _____ _____	Prayers could be read by the children after Communion – or an appropriate meditation, poem or song.
Concluding Rite (The "Go")	Blessing We thank God for the gift of Christ we have received and the effect on our lives. We are blessed and dismissed to go forth and make a better world Can be sung	Spoken ____ Sung _____	
	Recessional Hymn Should be relevant to elements of the Mass, or reflect the dismissing. Should reflect the "Mission" element- we are going out to spread the Word.	Hymn: _____	

Items used at Mass & Liturgies

Books



Sacramentary

Contains the opening prayer, prayer over the gifts, prayer after communion, and solemn blessings. Eucharistic prayers and prefaces for all of the masses including most special occasions.



Book of the Gospels

Contains only the Gospel readings. It is used on more solemn occasions and is carried by the deacon if it is used.



Lectionary

Contains the scripture readings for Mass. It is carried in the procession by the lector and placed on the ambo.

Hymnal/Missalette

Contains all the parts of the mass for a specific season in the liturgical year including instructions on when to stand, sit, or kneel.

Objects



Chalice The large cup used at Mass used to hold the wine which becomes the Blood of Christ.



Paten

A saucer-like disk which holds the bread which becomes the Body of Christ.



Ciborium

A vessel used to hold the Hosts which will be used for communion. They are also used to reserve the

Blessed Sacrament in the tabernacle.

Decanter or Flagon

The bottle or pitcher like vessel used to hold the wine which will be consecrated at mass for the communion of the people. It is brought forth with the gifts.

Communion Cups

Chalice like vessels used at communion when the people receive from the cup. They are kept on the Credence Table and brought to the Altar at communion time.



Corporal A white linen cloth on which are placed the vessels containing the bread and wine during Mass which will become the Body and Blood of Christ.



Purificator

A white cloth use to cleanse the chalice. It resembles a napkin.



Pall

The stiff, square, white cover that is placed over the paten when it is on the chalice.



Tabernacle

The shrine or receptacle either round or rectangular that serves as a place for the exclusive reservation of the Blessed Sacrament. It should be of solid material, opaque, secure and inviolable, fitting the architecture of the church in a prominent place.



Censor & Boat

The Censor, also known as the Thurible, is used at solemn occasion to incense the bread and wine after the offertory, the priest, and congregation. The Boat holds the incense until it is placed in the censor by the celebrant.



Monstrance

A sacred vessel designed to expose the consecrated Host to the congregation either for adoration in church or carrying in procession, particularly on the Solemnity of the Body and Blood of Christ.



Sanctuary Lamp

An oil lamp or wax candle that burns near the tabernacle. It is always lit whenever the Blessed Sacrament is reserved in churches or chapels as a sign of honour shown to the Lord.

↑ Vestments



Alb

A long white garment which can be used by all liturgical ministers. It is a reminder of the baptismal garment worn when the new Christian "Put on Christ."



Cincture

A long cord used for fastening albs at the waist. It holds the loose-fitting type of alb in place and is used to adjust it to proper length. It is usually

white, although the liturgical color of the day may be used.

Liturgical Colours for Chasuble, Dalmatic and Stoles

● Green - Worn during "Ordinary Time." Ordinary does not mean ordinary in the sense of common or normal. Ordinary means counting, as in the 15th Sunday in Ordinary Time.

● Red - Worn on Passion (Palm) Sunday, Good Friday, Pentecost Sunday, and on the Feast Days of Martyrs including the Apostles and Evangelists.

● Violet - Worn during Advent and Lent or at Masses for the dead.

○ White - Worn during the Christmas, Easter seasons and celebrations of Mary, the Angels, Saints who were not martyrs, All Saints, Birth of John the Baptist, Chair of Peter, Conversion of Paul, St. John the Evangelist and is the preferred colour for Masses for the dead..

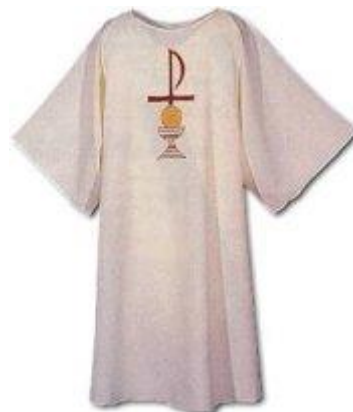
● Rose - Worn on the 3rd Sunday of Advent (Gaudete Sunday) and the 4th Sunday of Lent (Laetare Sunday/ Mothering Sunday).

● Black - Was traditionally worn at Masses for the dead. Now the preferred colour is White or Violet.



Chasuble

The sleeveless outer garment, slipped over the head, hanging down from the shoulders covering the alb and stole of the priest. It is the proper Mass vestment for the main celebrant and its colour varies according to the feast.



Dalmatic

A loose-fitting robe with open sides and wide sleeves worn by a deacon on more solemn feasts. It takes its colour from the liturgical feast as listed above.



Priest Stole

A long cloth "scarf." According to the manner in which it worn it is the mark of the Office of the priest or deacon. A priest wears it around the neck, letting it hang down in front.



Deacon Stole

A long cloth "scarf." According to the manner in which it worn it is the mark of the Office of the priest or deacon. A deacon wears it over his left shoulder, fastening it at his right side.



Cassock

A long black garment worn by Altar Servers under the Surplice. Also worn by Diocesan Priests (Black), Monsignors (Rose), Bishops (Violet), Cardinals (Red), and the Pope (White).



Surplice





This is a wide-sleeved garment, slipped over the head, covering the shoulders, and coming down below the hips. It is worn over the cassock.

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Child-led Prayer Planner

To be used by children in Key Stage 1 and Key Stage 2 to document the planning of their Prayer Service

	
Gather	Listen
	
Respond	Go Forth



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Good Shepherd Traditional Prayer Progression



	September	October	November	December	January	February	March	April	May	June	July		
Cycle of Prayer	Parish & School Intentions to be used in Mass and Community Prayer												
	This Year the Parish Day of Prayer is												
	Ordinary Time: Autumn <ul style="list-style-type: none">- The Spread of the Gospel- Justice and Peace in the World- The Harvest, the Fruits of Human Work, and the Reverent Use of Creation- All Victims of War- Prisoners and their Families- Young People			Advent/Christmas <ul style="list-style-type: none">- Openness to the Word of God- Migrants and Refugees- Expectant Mothers		Ordinary Time: Winter <ul style="list-style-type: none">- Peace on Earth- Christian Unity- The Sick and Those Who Care for Them- Students and Teachers- The Unemployed		Lent <ul style="list-style-type: none">- Candidates for the Sacraments- The Needy and Hungry of the World- Women's' World Day of Prayer- Penitents and Wanderers		Easter <ul style="list-style-type: none">- New Members of the Church- Vocations- Human Work- The Right Use of the Media- The Church		Ordinary Time: Summer <ul style="list-style-type: none">- Deeper Understanding between Christian and Jews- Those who Suffer Persecution, Oppression and Denial of Human Rights- Europe- Seafarers- Human Life	
	Whole School and Year Group Experiences and Opportunities for Prayer												
	(Prayer: to be known by heart)												
Whole school	New beginnings: <ul style="list-style-type: none">- Giving thanks for the Harvest – CAFOD Fast Day- The Birthday of Our Lady 8th Sept	October: <ul style="list-style-type: none">- The month of the Holy Rosary- Missionary Rosary- Living Rosary	November: <ul style="list-style-type: none">- The Feast of All Saints- The month of the Holy Souls including Remembrance Sunday	Advent: <ul style="list-style-type: none">a time of preparation:- Reconciliation Services- Diocesan Feast: The Immaculate Conception- Journey of the Magi round school (or the star	Christmas: <ul style="list-style-type: none">a time of praise and thanksgiving:- Placing of Jesus in the Crib- Blessing of the cribs- Epiphany- Blessing of the classrooms	<ul style="list-style-type: none">- Prayers for Education- Saints of Education including Don Bosco- Prayers for the sick- Our Lady of Lourdes	Lent: <ul style="list-style-type: none">a time of prayer, fasting and almsgiving:- burying the alleluia – CAFOD Fast Day- Stations of the Cross – Reconciliation Services- Diocesan Feast: St Chad- Veneration of the Cross	Easter: a joyful time of praise and for giving thanks: <ul style="list-style-type: none">- Raising the Alleluia- Renewal of Baptismal Promises- Paschal Candle, Adoration of the Eucharist	May: The month of devotion to Our Lady: <ul style="list-style-type: none">- May Altar- May Procession- Litany of Our Lady- The Angelus- The Memorare- Hail Holy Queen	June: The month of the Sacred Heart: <ul style="list-style-type: none">- Litany to the Sacred Heart- Pentecost- Prayer to the Holy Spirit- Corpus Christ Procession- Benediction, – Ss. Peter & Paul July: The month of the Precious Blood <ul style="list-style-type: none">- Moving on/travel			
	Foundation	<ul style="list-style-type: none">-The Sign of the Cross- Prayers before and after Meals- lighting a candle at prayer time- Prayers giving thanks and praise to God for creation and their gifts	<ul style="list-style-type: none">- Hail Mary- using the Bible in prayer time	<ul style="list-style-type: none">- Class Saint- Taking part in prayer liturgy naming those who have died	<ul style="list-style-type: none">- Hail Mary- Focus on 4 candles on Advent Wreath and lighting the candle(s) at prayer time- using the colour purple	<ul style="list-style-type: none">- Prayers around the crib- Prayers to the Holy Family for those who take care of them	<ul style="list-style-type: none">- Naming and praying for those people they know who are sick	<ul style="list-style-type: none">- Lord have mercy (said and sung)- using the colour purple	<ul style="list-style-type: none">- Alleluia- using the colours white and gold- Easter Garden	May Altar	<ul style="list-style-type: none">- Happy Birthday to the Church- using the colour red		
1	<ul style="list-style-type: none">- Glory Be- simple Psalm responses of praise- Mary's Birthday	<ul style="list-style-type: none">- Prayer to the Guardian Angel- prayers for celebrations	<ul style="list-style-type: none">- Class Saint- Litany of the Saints	Hail Mary – 1 st part for reflection <ul style="list-style-type: none">- Focus on Gaudete/ Rejoice Sunday	Hail Mary – 2 nd part for reflection <ul style="list-style-type: none">Holy, Holy	<ul style="list-style-type: none">- Prayers for the school community- Prayers for each class	<ul style="list-style-type: none">- Lord have mercy (said and sung)	<ul style="list-style-type: none">- Prayers around the Paschal Candle- Hymns using 'Hosanna'	<ul style="list-style-type: none">- Our Lady of Lourdes- Prayers for the poor and needy	<ul style="list-style-type: none">- Happy Birthday to the Church- prayers for the parish priest			



Good Shepherd Catholic Primary School

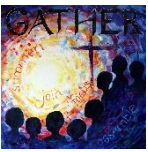
Prayer and Liturgy Policy





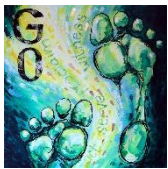
2	<ul style="list-style-type: none"> - Litanies of Praise and Thanksgiving 	<ul style="list-style-type: none"> - The Angelus 	<ul style="list-style-type: none"> - Class Saint - Eternal Rest 	<ul style="list-style-type: none"> - Act of Sorrow - The Confiteor - hymns about being ready and preparing e.g. 'Awake, awake' 	<ul style="list-style-type: none"> - Prayers for expectant mothers - Holy, holy 	<ul style="list-style-type: none"> - Prayers for the sick in the parish - Sending prayer cards to the sick - Parables as a focus for prayer 	<ul style="list-style-type: none"> - Stations of the Cross: - People who met Jesus Mary, Simon, Veronica, Women of Jerusalem (guided meditation) 	<ul style="list-style-type: none"> - Prayers around the Paschal Candle - Hymns about the Resurrection 	<ul style="list-style-type: none"> - Our Lady of Guadalupe 	<ul style="list-style-type: none"> - Happy Birthday to the Church - Prayer for those being Confirmed - Prayer for those who work in the Parish
3	<ul style="list-style-type: none"> - Act of Faith - Prayers from the Rite of Baptism - Write prayers for parents and Godparents 	<ul style="list-style-type: none"> - The Angelus - Mysteries of Light particularly Jesus' Baptism and the Last Supper 	<ul style="list-style-type: none"> - Class Saint - Eternal Rest and own prayers for those who have died - Prayer of St. Francis (Make me a channel of your Peace) 	<ul style="list-style-type: none"> - Act of Sorrow - The Angelus 	<ul style="list-style-type: none"> - The Gloria - Imaginative prayer based on the Shepherds 	<ul style="list-style-type: none"> - Prayers for teachers and children in all Catholic schools - Imaginative prayer using the Call of Samuel 	<ul style="list-style-type: none"> - The Temptations (guided meditation) - The Confiteor - Stations of the Cross: Jesus' falls - Prayers for those in the Parish being baptised and received in to the Church 	<ul style="list-style-type: none"> - Imaginative prayer using images of Emmaus - using gestures of prayer such as the Sign of Peace, marking the cross on head, lips and heart before a Gospel reading 	<ul style="list-style-type: none"> - Prayer before and after Communion - Memorial Acclamations (said or sung) - Our Lady of Knock 	<ul style="list-style-type: none"> - Litany to the Holy Spirit - Prayers for travellers
4	<ul style="list-style-type: none"> - Psalms of Creation - Act of Hope - using OT scripture for prayer 	<ul style="list-style-type: none"> - Joyful and Sorrowful Mysteries - Prayer of St. Richard of Chichester 	<ul style="list-style-type: none"> - Class Saint - Prayers attributed to class saint - Eternal Rest 	<ul style="list-style-type: none"> - Prayers of expectation and waiting for the coming of Christ - Prayers for those who proclaim the coming of Christ today 	<ul style="list-style-type: none"> - The Gloria - Prayer to the Guardian Angel - Prayer to St. Michael Archangel 	<ul style="list-style-type: none"> - Intercessions for the sick - imaginative prayer based on the Transfiguration 	<ul style="list-style-type: none"> - The Temptations (guided meditation) - Silent Meditation - Prayer based on the Beatitudes 	<ul style="list-style-type: none"> - Imaginative Prayer using images of the Resurrection - prayers focus on Jesus' presence in our lives today 	<ul style="list-style-type: none"> - The Memorare - Our Lady of Fatima 	<ul style="list-style-type: none"> - Litany to the Holy Spirit - prayers for those being Confirmed or Ordained - Prayers to St. Benedict and Bridget (Europe)
5	<ul style="list-style-type: none"> - The Creed - Act of Charity - Canticle of Daniel (Daniel 3:57-88, 56) 	<ul style="list-style-type: none"> - Glorious Mysteries and Mysteries of Light 	<ul style="list-style-type: none"> - Class Saint - Prayer of St. Francis (Canticle) - Prayers for those who have died in warfare - Eternal Rest - Out of the depths 	<ul style="list-style-type: none"> - The Magnificat - particularly for evening prayer - Benedictus particularly for morning prayer - using the Beatitudes for an examination of conscience 	<ul style="list-style-type: none"> - The Gloria - Prayers for refugees 	<ul style="list-style-type: none"> - Nunc Dimittis - Prayer of St. Bernadette - using Baptismal promises at prayer time 	<ul style="list-style-type: none"> - Stations of the Cross: Simon helping, taken down from the cross, Joseph of Arimathea and the tomb - Psalm 50 (51) - Veneration of the Cross 	<ul style="list-style-type: none"> - Using prayers with titles from Scripture about the Risen Lord: Lamb of God, Redeemer 	<ul style="list-style-type: none"> - The Magnificat particularly for evening prayer 	<ul style="list-style-type: none"> - Novena to the Holy Spirit before Pentecost - Prayers for the Pope and Bishops - Parts of the Creed and Gloria which speak of the Holy Spirit
6	<ul style="list-style-type: none"> - Different morning and evening offerings - Divine Praises 	<ul style="list-style-type: none"> - Prayer of Blessed John Henry Newman 'Support us all the day long' - Examine: 3 good things to thank God for, 3 things to be sorry for 	<ul style="list-style-type: none"> - Class Saint - Prayer of Blessed Newman: We are links in a chain - Eternal Rest - May the Choirs of Angels 	<ul style="list-style-type: none"> - O Antiphons as a base for prayer 	<ul style="list-style-type: none"> - The Gloria - Renewal of Baptismal Promises - Prologue of St. John's Gospel 	<ul style="list-style-type: none"> - Prayers for Peace - 'Peace I leave with you' - Prayers from the Rites of Baptism and Confirmation 	<ul style="list-style-type: none"> - Stations of the Cross: the humiliation of Jesus and his sacrifice - Different Acts of Contrition - Examination of Conscience 	<ul style="list-style-type: none"> - Apostles Creed - Prayer for Vocations - Saying of Thomas 'My Lord and my God' - Prayers for those who have died around the Paschal Candle 	<ul style="list-style-type: none"> - Titles of Our Lady - Regina Caeli 	<ul style="list-style-type: none"> - Prayers for their own vocations - Imaginative prayer using the Letters of St. Paul - Litany of the Holy Eucharist - St. Patrick's Breast-plate

Assembly Planner – Example

To be used by Staff planning and leading Whole School Assemblies
(Ten:Ten Overview may also be used, or Powerpoint Slides with Notes)

Theme	Ordinary Time – You are not alone	
Name	Andrew McConville	
Year groups	Year 2, 3, 4, 5 and 6	
Date	14 th October 2021	
Location	Good Shepherd School Hall	
	What will you do/say?	Resources
<p>We Gather</p> 	<p><u>Entrance music:</u> Fearfully and Wonderfully Made</p> <p><u>Introduction/Gather:</u> Make reference to being gathered as a school community following the mission statement ... Did anyone spot the title of our assembly today? You are not alone – and today we know that we are not alone, as we are united in God's presence.</p> <p><u>The sign of the Cross:</u> God sent his son Jesus to be an active demonstration of love, and the cross is a reminder of the love God bestowed on us. And so we begin "In the name of the Father and of the Son and of the Holy Spirit."</p> <p><u>Morning Offering:</u> <i>open palms</i> Father in heaven, you love me, you are with me night and day. I want to love you always, in all I do and say. I'll try to please you, Father, bless me through the day. Amen.</p> <p><u>Song:</u> meet me here</p> <p><u>Lighting of the candle:</u> We light our candle as a reminder of God's Presence and to remind us that Jesus is the light of the world. To shine a light when we have done well/ To guide us through those times of hardship</p> <p><u>Introduction:</u> Question Time Game: How heavy is a glass of water? Pose the question ... Select 3 volunteers to hold a glass each with their arms outstretched (we will come back to those in a moment) Vocabulary Check: State that in today's gospel, there may be a word that some of us will be unfamiliar with. I have a video to help us understand the meeting ... you may recognise some familiar faces! Unpick the word: Seek Once finished, return to those children who have been holding the glass of water ... they should be beginning to tire now! What do we notice about them? What could they have done to make the task easier? <i>Asked for help, called upon a friend to help them</i></p>	<p>Laptop Hall Screen</p> <p><u>Focus:</u> Bible Green Cloth Candles Matches/Lighter A3 Vera Wang prayer Water Bowl Hearts – Ask, Seek, Knock Wooden Cross</p> <p><u>Health and safety:</u> Candle snuffer</p> <p>3 x glasses of water</p>

	Whilst we read the Gospel, think about any links you can make with that challenge	
<p>We Listen</p> 	<p>Reading: Let us get ready to listen to God's word: Say: Open our Eyes The Lord be with you All: And with your Spirit A reading from the Holy Gospel according to Luke All: Glory to you Lord Luke 11: 5-13 <i>'Seek and you shall find'</i> The Gospel of the Lord All: Praise to you Lord, Jesus Christ</p>	<p>Bible: Luke 11: 5-13</p>
<p>We Respond</p>  <p>Symbolism</p> <p>Link to prior learning</p> <p>Quiet reflection</p>	<p>Response to reading: Questions: What did the friend say when someone asked to lend the three loaves of bread? What was Jesus' advice? How might this apply to our lives today? Link to asking teacher to go to break ... doesn't mean exactly that ... he means it in a slightly different way Any examples?</p> <p>What does the door symbolize? Make link back to Water = our burdens/worries ... we only have to ask Jesus or seek him, to help lessen these.</p> <p>Prayer is sometimes a hard concept to grasp .. Why? (can't hear Jesus' response, don't know when it happens etc.) But what does this parable teach us ... <i>that if we ask through prayer, we have to keep on asking because eventually if we ask Jesus and if we seek Jesus he will help us and answer those prayers</i></p> <p>Teaching Points Whenever we are troubled or worried we can always seek Jesus through prayer Although we may not know if our prayer has been answered straight away, Jesus teaches us to keep on asking And we know that if we do this, our reward will be with him in heaven Invite children to think a religious figure in their recent learning that has had to seek God/Jesus for assistance Y6 Adam and Eve Y2 Noah Mary during the month of October</p> <p>Meditation: Children to go into their heart room <i>Music plays automatically</i> Invite children to close their eyes. Leaving space for thought, use the following reflection ... Can you remember a time when you were struggling? How did you feel? It can be easier to manage our struggles when we ask for help. When was the last time you asked for help from a friend? From Jesus?</p>	<p>Reflective music: Instrumental</p>

	<p>Imagine you are having a conversation with Jesus. Can you tell him one of your worries now? Ask Jesus to help you.</p> <p><u>Collective Prayer</u> <i>Jesus, Our Lord,</i> <i>Help me turn my spirit towards you so that I can find the strength to overcome my problems. Forgive my doubts and fears, and fill me with your love and strength.</i> <i>Amen</i></p> <p>Open Prayer Explain that with any worries Jesus always aims to help us solve them. A problem/worry shared makes us feel lighter. <i>Invite 3 children to come and write prayer on a piece of paper – place in the bowl of water</i> Back in class, prayer station in which children can place worries in the water. They should stay and watch the impact the water has on their problems. The water acts a Jesus and what happens when we look for him. Prayer stations are set up back in classrooms</p>	<p>Bowl of Water Felt Tips Slips of paper</p>
<p>We Go (Our Mission)</p> 	<p>Prayer stations are set up back in classrooms</p> <p>Make time to seek Jesus and share your thoughts with him</p> <p><u>Blessing:</u> May the Lord bless us on this day. May he open our eyes and enlarge our hearts to see him and meet him in others today. May we <i>learn and grow in the service of God</i> together asking him to support is upholding our half termly values of being eloquent and truthful Amen</p> <p>Let us make the sign of the cross together.</p> <p>In the name of the Father...</p> <p>Sing: “This is the day” Children exit after second verse</p>	<p>Each class will have their own prayer station set up at their prayer station within their classroom</p>

Progression of Prayer

Below outlines weekly Liturgy and Prayer across different Year Groups throughout the year.

EYFS

Monday	Mission Assembly	Children to join before October half term.
Tuesday	Teacher led class Prayer Time	This can be from Ten:Ten, linked to learning with RE or the liturgical season. This is the time when Year Group prayers should be taught and practiced.
Wednesday	Hymn Practice	Children to join before October half term.
Thursday	Teacher led Class Prayer Time	This can be from Ten:Ten, linked to learning with RE or the liturgical season. During Summer term children to begin to join in with the planning of this using the planning grid as well as helping to build the prayer space. More confident children may also read small passages or prayers.
Friday	Celebration Assembly	Children to join before October half term.

Evidence of class prayer times to be put into class prayer journal.

Key Stage 1

	Year 1		Year 2	
Monday	Mission Assembly		Mission Assembly	
Tuesday	Teacher led Prayer Time	This can be from Ten:Ten, linked to learning with RE or the liturgical season. This is the children's model for their own prayer times. This is the time when Year Group prayers should be taught and practiced.	Teacher led Prayer Time	This can be from Ten:Ten, linked to learning with RE or the liturgical season. This is the children's model for their own prayer times. This is the time when Year Group prayers should be taught and practiced.
Wednesday	Hymn Practice		Hymn Practice	

Thursday	Teacher/Child prayer Time	At the beginning of the year children to join in with the planning of this using the planning grid as well as helping to build the prayer space. More confident children may also read small passages or prayers. After easter children to being to take ownership of leading the planning of these prayer times. Evidence of class prayer times to be put into class prayer journal.	Teacher/Child prayer Time	Teacher to support groups of children to plan and lead tier own simple prayer times guiding them with the choice of topic if necessary. Once all children have worked with the teacher to plan they will move to planning on their own. Evidence of their plans and their delivery to be put into their RE books (just the children who planned the prayer time)
Friday	Celebration Assembly		Celebration Assembly	

Key stage 2

Monday	Mission Assembly	
Tuesday	Teacher led Prayer Time	This can be from Ten:Ten, linked to learning with RE or the liturgical season. This is the children's model for their own prayer times. This is the time when Year Group prayers should be taught and practiced.
Wednesday	Hymn Practice	
Thursday	Child Led Prayer Time	Children to use the planning grid to work in groups to plan their own prayer times each week. Evidence of their plans and their delivery to be put into their RE books (just the children who planned the prayer time) Support from staff to be given when required.
Friday	Celebration Assembly	