



THE CATHOLIC DIOCESE OF
ARUNDEL & BRIGHTON
EDUCATION SERVICE



CARDINAL NEWMAN
CATHOLIC SCHOOL

September 2025

Approved by Governing Body on:
Date of Next Review: September 2027

**Prayer and
Liturgy Policy 2025/26**

This prayer and liturgy policy has been approved and adopted by the governing body on [enter date] and will be reviewed on [enter date].

Signed by the Chair of Governors

Signed by the Headteacher

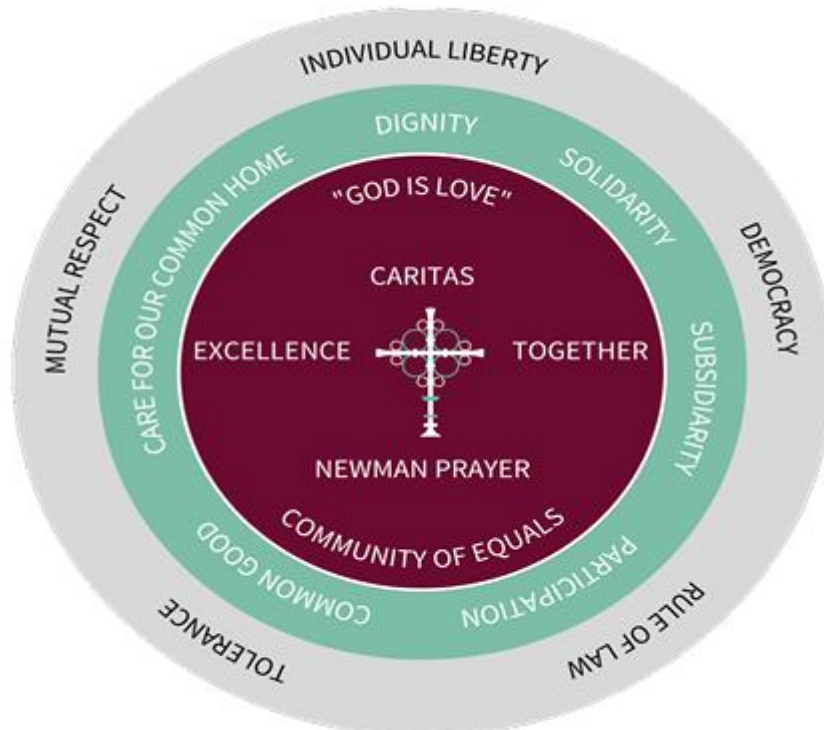
“God is love, and he who lives in love lives in God, and God lives in him” (1 Jn 4:16)

Our mission is to provide an excellent Catholic education for all our students which enables them to respond to the call of Christ throughout their lives. Caritas– the love which is God– is the gold thread running through everything we do. We welcome and accept all our students and staff as unique individuals created in the image of God. We treat one another with kindness and respect.

We are a community of Caritas where everyone feels safe, supported and inspired to make a difference in our local, national and global communities. We strive for the highest quality of learning and teaching that inspires us all to discover and develop our God-given gifts and talents, to excel in the present and aim high in the future.

Our three Newman values are; Caritas– I have been created for a specific purpose
Excellence– I always aim for my personal best Together– I am a link in a chain

Our core values are underpinned by the “Mission of my Life” by St John Henry Newman, and the principles of Catholic Social Teaching



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. 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, as outlined in the *Prayer and Liturgy Directory*
- pupils are supported in their liturgical formation to take an active role in the planning, preparation, and delivery 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 Education Service and others is maintained to ensure they keep updated with best practice.

4. Overview of prayer and liturgy provision

Weekly Timetable for Prayer and Liturgy at CNCS

Monday	<p>Lesson 1: Monthly prayer (Newman prayer, Our Father, Hail Mary, Glory Be, Eternal Rest)</p> <p>FT1/FT2 Form Time prayer</p> <p>FT1/FT2: Rosary in Chapel (Oct/May), Adoration, Stations of the Cross (Lent), Quiet prayer</p> <p>Reflection in CoRE and mentor sessions for College students</p>
Tuesday	<p>Lesson 1: Monthly prayer (Newman prayer, Our Father, Hail Mary, Glory Be, Eternal Rest)</p> <p>Mass (Voluntary/ Form group) - FT1/FT2</p> <p>FT1/FT2 Form Time prayer</p> <p>Reflection in CoRE and mentor sessions for College students</p>
Wednesday	<p>8am: Community Mass - voluntary</p> <p>Lesson 1: Monthly prayer (Newman prayer, Our Father, Hail Mary, Glory Be, Eternal Rest)</p> <p>FT1/FT2: House/ Year Group CoW Assembly or Form Time prayer</p> <p>FT1/FT2: Christian Union - Cornerstone Prayer group in College</p> <p>Reflection in CoRE and mentor sessions for College students</p> <p>3.15: Power of Prayer (Staff in Chapel) -</p>

Thursday	<p>Lesson 1: Monthly prayer (Newman prayer, Our Father, Hail Mary, Glory Be, Eternal Rest)</p> <p>FT1/FT2: House/ Year Group CoW Assembly or Form Time prayer</p> <p>Reflection in CoRE and mentor sessions for College students</p> <p>CPD prayer</p>
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Friday	<p>8.20am: Staff briefing and prayer</p> <p>Lesson 1: Monthly prayer (Newman prayer, Our Father, Hail Mary, Glory Be, Eternal Rest)</p> <p>FT1/FT2: House/ Year Group CoW Assembly or Form Time prayer</p> <p>Reflection in CoRE and mentor sessions for College students</p> <p>Lunchtime: Friday Pause - opportunity for reflection, meditation for students</p>
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5. Our school context

Cardinal Newman Catholic School is the fifth largest secondary school, with the largest school sixth form in the country. From Year 7 to Year 13, students are invited to engage with their faith daily and play an active part in collective worship, through a combination of daily prayer, celebration of the Word assemblies and Mass, as well as liturgies and reconciliation at key times of the liturgical year.

[Spiritual journey.pptx](#)

[Copy of 2 year spiritual journey](#)

Mass

- Weekly Mass – Tuesday and Wednesday mornings

- Tuesday Mass during FT1/2 - voluntary and form groups invited to participate every fortnight.
- Wednesday 8am Mass - voluntary and open to parents/community
- House Mass - every house will have the opportunity to celebrate Mass throughout the year.
 - Our aim is for students and staff to be active participants in preparing, planning and celebrating the Mass.

Ministries:

- Ministry of welcome
- Reading during the liturgy of the word and leading others in the Prayers of the Faithful
- Ministering as Altar Servers
- Bringing forward the gifts in the Offertory
- Commissioned Extraordinary Ministers of Holy Communion amongst staff
- Chapel choir and musicians lead music

Before receiving communion, the school community is invited forward to receive Jesus, either in the Eucharist, or by receiving a blessing. They indicate this by crossing their arms over their chest. Members of staff will facilitate this by ushering students through the space in a calm and prayerful manner.

Celebration of the Word Assemblies

Celebration of the Word assemblies take place fortnightly. These assemblies are prepared either by the Chaplaincy team or PPL team, with support from students. Each house will receive a Celebration of the Word assembly on a 2 week cycle.

The theme for the Celebration of the Word is in line with the [liturgical calendar](#).

Students enter the assembly space in prayerful silence that may or may not be accompanied by live or recorded music. Everyone present is invited to begin and end the Celebration of the Word by making the sign of the cross together. Our aim is to make these a prayerful and meaningful experience based on the words of the Gospel.

Class Prayer

- [Lesson 1 Prayer](#) (Daily, using the prayer of the month - Newman prayer, Our Father, Hail Mary, Glory Be, Eternal Rest)
- Form time prayer resources
 - Weekly resources are provided by the Chaplaincy Team with a variety of prayer styles focused on the Gospel of the week.
 - All resources shared half termly in advance on the Tutor site

Other Sacraments and liturgies

- We offer the Sacrament of Reconciliation for students and staff in Advent and Lent - all students are invited to take part. Preparation for this is often covered in RE lessons.

- Ash Wednesday - Ashes distributed during a service throughout FT1 & FT2 in the Chapel
- Holy Week / Lent liturgies during FT1 & FT2 for houses/year groups

Music (refer to 6.2 of the PLD)

“Music is integral to liturgy and celebrations of the word. It is not an add-on but a key element of the prayer” (*Prayer and Liturgy Directory 6.2*). We aim to make music an essential part of our House Mass celebrations and will work towards greater participation by building regular singing into celebrations of the Word. We have a Chapel choir who support this.

Annual Plan of Provision

The APOP 2025-2026 provides further detailed information on the activities listed below

Overview of provision

- [Lesson 1 Prayer](#) (Daily, using the prayer of the month)
- Form time prayer resources
- Weekly Mass – Tuesday and Wednesday mornings
- Sharing Sunday Gospel with Staff every Monday
- Sharing Gospel on all RE lessons
- INSET day liturgies
- House Mass (1 per year)
- Reconciliation service for staff and students (Advent/Lent)
- Confirmation - celebration with students
- Chapel open at Lunchtime for quiet prayer
- Advent Liturgies / Carol service
- Remembrance Mass and services
- Marking Feast days and Themes

- John Henry Newman Feast day Mass
- Taize Services
- Year 7 induction Liturgy
- Year 7 Focus days
- Year 7 Retreat to Dalesdown
- College Retreat Day
- Christian Union group
- Youth Café (free pancakes)
- CAFOD Young Leaders
- Chapel Choir for students
- Staff choir
- Youth Alpha (Thrive group)
- College Alpha
- Flame 2027 – Wembley Arena
- Chaplaincy CPD
- SVP
- Care home visits
- Faith in Action group
- Open the Book (Assemblies in Primary schools)
- One World (support group for multicultural students)
- Friday Pause
- Citizens UK
- Involvement in Diocesan Events

- Good Shepherd Celebration
- Arundel Pilgrimage
- Confirmation

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.