



Ursuline College

Prayer and Liturgy Policy

Date of last review:	September 2026	Date of next review:	September 2027
Authors:	P. Gaffney & J. Byrne	Owner:	Ursuline College
Type of policy:	School level policy	Approval:	Local Governance Committee

Mission Statement

'Do something. Get Moving. Risk new things. Stick with it.' - Our foundress, St Angela Merici

As a Catholic comprehensive school following the tradition of Ursuline education, we share a collective responsibility to ensure each student achieves their full potential.

In an atmosphere of mutual respect, trust and care we work together in the spirit of the Gospel to serve, walking alongside our young people to lead by example and instil values in them full of hope and understanding. Through encouragement, responsibility and self-discipline, we enable each individual to grow spiritually and intellectually, in an understanding that *better never stops* and in order to make a unique and positive contribution to society.

Working together to fulfil our potential academically, spiritually and socially. Respecting each other, helping each other and bearing with each other, because getting better never stops.

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. Legal 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). 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
- The Chaplain, overseen by the Headteacher, is responsible for prayer and liturgy in the school.
- 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 Co-Ordinator, our Chaplain

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 Advisory Service and others is maintained to ensure they keep updated with best practice.

(d) Overview of prayer and liturgy provision

Liturgical Life at Ursuline College:

At Ursuline College, our Catholic faith and the liturgical calendar are at the heart of school life, following the example of St Angela stated in her Last Legacy – “always let your principal recourse be to gather at the feet of Jesus Christ...to offer most fervent prayers. For in this way without doubt, Jesus Christ will be in your midst...” Students are actively involved in a rich variety of celebrations and prayer experiences, including Mass, daily prayer and reflections, hymn singing and private prayer with prayer intentions shared with prayer ministry team.

Daily prayer and reflection

Prayer marks key moments throughout the day. Each Tutor Time begins with Collective Worship during and Grace before lunch at the end of Period 4 in every subject. The day concludes with our School Prayer. In Religious Education, lessons begin with prayer to help students focus and appreciate the spiritual dimension of learning. Our Chapel is open for private prayer and reflection and there are opportunities for students and staff to come together to experience a variety of prayer experiences.

Celebrating the Liturgical Year:

All Holy Days of Obligation are faithfully observed with school participation. When these fall outside the school week, they are marked through collective worship. The school community also gathers to celebrate St Angela’s Day as well as for the Christmas, Ash Wednesday/Lent and Easter Celebrations of the Words, Advent to Christmas Carol Service, House Saints Days Celebrations of the Word, Sacrament of Reconciliation. Mass takes places throughout the year, once for each year group and our Staff Mass in Thanksgiving at the end of each year. There is a voluntary Monday Mass twice a Month during the school day and The Community Mass takes places at the end of the School day once a Cycle in the School Chapel and our wider community are encouraged to join us, such as the St. Vincent de Paul conferences of Broadstairs and Westgate & Birchington, and our Remembrance Mass Year Group ‘In House’ retreat experiences offer opportunity to stop and reflect following the pattern of the Liturgical year and we offer opportunities for our pupils to experience joint retreats with our KCSP and Ursuline family of schools including Flame, Sixth Form and Year 9 Ursuline Schools Retreat.

Assemblies, our Ursuline Student Profile Virtues and Gospel Values:

Throughout the week, there is a house assembly rooted in prayer, our Ursuline Student Profile Virtues and Gospel values. These assemblies encourage students to live out their faith through action, guided by Catholic Social Teaching.

A detailed calendar ensures that the liturgical year continues to shape and enrich the spiritual life of our school community.

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 and Ursuline 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

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 and supporting pupils in tutor time in this as well. Any individual training needs will be identified and addressed through training and formation. There are 3 sessions for whole planned professional development planned into the CPD calendar led by the Chaplain, the Catholic Life Lead and RE Team, so that all staff understand the importance of prayer and liturgy and relevant staff are well supported to lead as required.

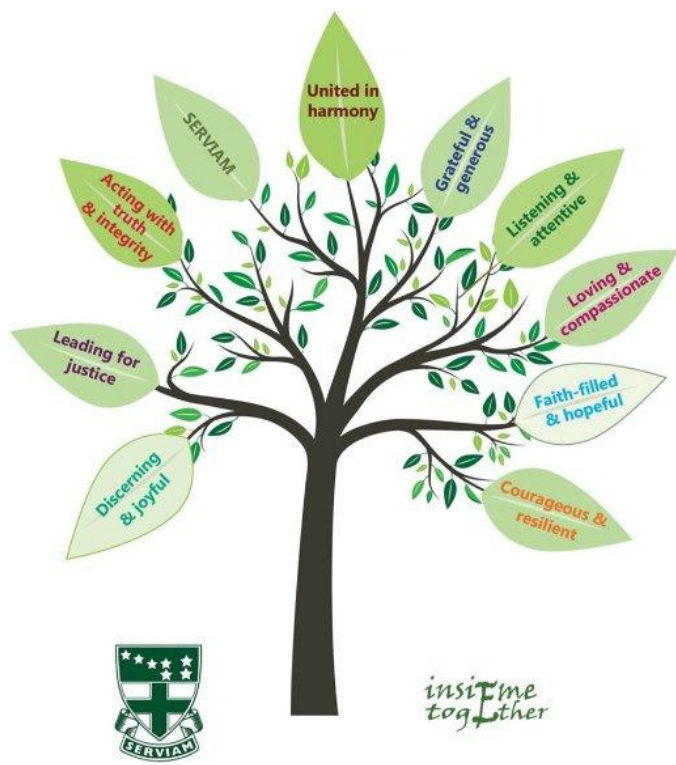
Monitoring and evaluation

Monitoring and evaluation of the quality and impact of prayer and liturgy takes place regularly , and at least annually, and involve all key stakeholders: students, parents, staff, clergy, and governors. Areas for development will be identified and issues raised will be actioned and evidenced as appropriate.

Review

The policy will be reviewed as part of the regular cycle of policy review conducted by the local governance committee

Ursuline College Liturgical Calendar



"Act, move, believe, strive, hope, cry out to him with all your heart for without doubt you will see marvellous things."

St Angela, Prologue to the Counsels, 16-18

Ursuline students are growing to be individuals who are...

- UNITED IN HARMONY** being bound to one another by the bond of love, respecting each other, helping each other and bearing with each other.
- GRATEFUL** for their own gifts, for the gift of others, and for the blessings of each day; and **GENEROUS** with their gifts, in the service of others.
- openly **LISTENING** to their experience and to their vocation or calling in life; and being **ATTENTIVE** to the choices they make and the effects of those choices.
- LOVING** in their just actions and forgiving words and **COMPASSIONATE** towards others, near and far, especially the less fortunate;
- FAITH-FILLED** in their beliefs and **HOPEFUL** for the future.
- COURAGEOUS** in their actions and interactions with others and **RESILIENT** in the face of challenge and change.
- DISCERNING** and reflective in their studies and other activities and **JOYFUL** in their engagement with the world.
- LEADING** others in the pursuit of **JUSTICE** for all.
- conducting their lives, in both words and actions, as witnesses to the **TRUTH** that is Jesus Christ, acting with **INTEGRITY**, nurturing relationships built on trust.
- SERVIAM**: serving in the daily routines of school life, life at home, life in the local community, life in the wider world.

Ursuline Virtues shared by all Ursuline Schools feeding into prayer and Liturgy for 2026/2027

TERM	URSULINE STUDENT PROFILE VIRTUE
AUTUMN 1	Courageous and Resilient
AUTUMN 2	Discerning and Joyful
SPRING 1	Leading with Justice
SPRING 2	Truth and Integrity
SUMMER 1 AND 2	Serviam

Catholic Social Teaching focus shared by all KCSP Schools feeding into Prayer and Liturgy for 2026/2027

Preferential Treatment for the poor and vulnerable

Liturgical Colour	Mass/ Liturgy/Activity	DATE
	Collective Worship each day in form time and in weekly assemblies	Daily
	Pattern of prayer throughout day Daily Grace before lunch and School prayer at end of school day	Daily
	Voluntary Monday Mass	Twice a month
Ordinary Time	STAFF BEGINNING OF THE YEAR Celebration of the Word	Tuesday 1 st September 2026
	YEAR 7 WELCOME LITURGY	Wednesday 3 rd September 2026
	ST TERESA OF CALCUTTA - Celebration of the Word	Monday 7 th September 2026
	EDUCATION SUNDAY	Sunday 13 th September 2026
	New Year Commissioning Celebration of the Word (Year 11 and House Assemblies)	Week beginning 14 ^d September 2026
	DIOCESAN EDUCATION MASS at St George's Cathedral London	Friday 25 th September 2026

	KCSP 'BEGINNING OF THE YEAR' MASS, AYLESFORD	Tuesday 29 th September 2026 (Leading Music Ministry)
	YEAR 7 IN-HOUSE RETREAT (x 2 mornings)	TERM 1 Led by Chaplaincy, RE Team and Sixth Form (and priest/ Ursuline Sister if available)
	SAINT MICHAEL THE ARCHANGEL Celebration of the Word	Wednesday 30 th September 2026
	OCTOBER FRIDAY ROSARY in the Chapel before School	Beginning 2nd October 2026
	OCTOBER WEDNESDAY ROSARY in the Chapel at breaktime	Beginning 7 th October 2026
	CAFOD HARVEST FAST DAY	Friday 2nd October 2026 Home Clothes- House Day Colours and bring in food for Food Bank in preparation for Year 7 Harvest Celebration of the Word
	SAINT FRANCIS OF ASSISI HOUSE CELEBRATION	Wednesday 7 th October 2026
	MASS YEAR 11	TERM 1
	VOLUNTARY MONDAY MASS	Monday 13 th October 2025
	YEAR 7 HARVEST CELEBRATION OF THE WORD	Week beginning 19 th October 2026 Led by RE Team with Chaplain and guest speaker from local foodbank
	FEAST OF ST URSULA Celebration of the Word	21 st October 2026 Celebration of the Word in Tutor Time led by Catholic Life Ambassadors
	VOLUNTARY MONDAY MASS ALL SOULS	Monday 2nd November 2026
	COMMUNITY MASS (Memorial)	Wednesday 4 th November 2026
	REMEMBRANCE DAY SERVICE for uniform services with Old Augustinians Role Call on Feast of St Martin of Tours.	Wednesday 11 th November 2026
	YEAR 8 IN-HOUSE RETREAT	Term 2 2026 - Mini-Retreat Experience in the Chapel – with Chaplain, RE Teachers, and Sixth Form leading sessions
	Youth SVP 4 Year Anniversary and Blessing of the Graves of Ursuline Sisters	Friday 14 th November 2026
	WORLD YOUTH CELEBRATION DAY	Friday 20 th November 2026
THE END OF CHURCH YEAR	CHRIST THE KING Solemnity and WORLD YOUTH SUNDAY	Sunday 22 nd November 2026
Advent and the start of Liturgical Year	ADVENT 2026 BEGINS – Focusing on Hope	Begins Sunday 29 th November 2026
	ADVENT 2026 - Celebration of the Word	Week beginning 30 th November 2026 led by Catholic Life Ambassadors
	MASS – YEAR 10	TERM 2
	SECOND WEEK OF ADVENT – Focusing on Peace	Begins Sunday 6 th December 2026
	IMMACULATE CONCEPTION OF THE BLESSED VIRGIN MARY	Tuesday 8 th December 2026
	THANET CATHOLIC SCHOOLS CAROL SERVICE at St Anne's Cliftonville	Wednesday 9 th December 2026
	THIRD WEEK OF ADVENT Gaudete Sunday – Focusing on Joy	Begins Sunday 14 th December
	CAROL SERVICE in School Chapel	Thursday 17 th December 2026 Rehearsal all day in Chapel
	CHRISTMAS LITURGIES	Friday 18 th December
	FOURTH WEEK OF ADVENT - Love	Begins Sunday 20 th December
Christmastide	NATIVITY OF THE LORD, <i>Solemnity</i>	Friday 25 th December 2026
	THE HOLY FAMILY	Sunday 27 th December 2026
	MARY MOTHER OF GOD, <i>Solemnity</i>	Friday 1 st January 2027
	THE EPIPHANY OF THE LORD <i>Solemnity</i>	Wednesday 6 th January 2027 A HOLY DAY OF OBLIGATION MASS 2pm
	THE BAPTISM OF THE LORD <i>Feast</i> The end of Christmastide	Sunday 10 th February 2027

Ordinary Time	ORDINARY TIME BEGINS	Monday 11 th January 2027
Ordinary Time	ST. ANGELA MERICI FEAST DAY St Michael House Mass for St Angela (Sixth Form)	Wednesday 27 th January 2027
	ST ANGELA MERICI <i>Memorial</i> SCHOOL PATRON DAY CELEBRATION OF THE WORD AND HOLOCAUST MEMORIAL DAY	Wednesday 27 th January 2027
	COMMUNITY MASS (Ursuline Community) School Chapel	Wednesday 27 th January 2027 For Saint Angela
	PRESENTATION OF THE LORD Feast	Week beginning 2 nd February 2027
	MASS – YEAR 8 Year Group	TERM 3
	MASS – YEAR 9 in Classes	TERM 3 and 4
Lent	LENT 2026 BEGINS ASH WEDNESDAY SERVICES	Wednesday 10 th February 2027
	COMMEMORATION OF OUR LADY OF LOURDES (<i>Optional Memorial</i>) SAINT BERNADETTE SOUBIROUS HOUSE CELEBRATION OF THE WORD	Thursday 11 th February 2027
	LENT WEEK 1	Sunday 14 th February 2027
	YEAR 9 IN-HOUSE RETREAT	Term 4 2027 - Mini-Retreat Experience in the Chapel – with Chaplain, RE Teacher, and Sixth Form leading sessions
	CAFOD LENT FAMILY FAST DAY (DURING HALF TERM)	Friday 19 th February 2027
	LENT WEEK 2	Begins Sunday 21 st February 2027
	SOLIDARITY SOUP AND LOSE CHANGE DAY FOR CAFOD	Friday 26 th February 2027
	MASS – YEAR 8	TERM 4
	URSULINE CONFERENCE	TAKING PLACE TERM 4
	LENT WEEK 3	Begins Sunday 28 th February 2027
	FLAME 2027 and KCSP RETREAT DAY at SSE Arena Wembley with the Theme Take Courage	Saturday 6 th March 2027
	LENT WEEK 4 (Laetare Sunday)	Begins Sunday 7 th March 2027
	RECONCILIATION SERVICES with opportunity for Sacrament of Reconciliation	Week beginning 8 th March 2027
	LENT WEEK 5	Begins Sunday 14 th March 2027
	Saint Joseph, husband of the Blessed Virgin Mary - <i>Solemnity</i>	Friday 19 th March 2027
	PALM SUNDAY AND START OF HOLY WEEK	Sunday 21 st March 2027
	HOLY WEEK CELEBRATION OF THE WORD (No rewards assemblies)	Week Beginning 22 nd March 2027
	MAUNDY/HOLY THURSDAY STAFF CELEBRATION OF THE WORD	Thursday 25 th March 2027
	GOOD FRIDAY	Friday 26 th March 2027
Easter	EASTER SUNDAY And start of Easter Octave	Sunday 28 th April 2027
	SECOND WEEK OF EASTER	Begins Sunday 4 th April 2027 DIVINE MERCY SUNDAY
	The Annunciation of the Lord , <i>Solemnity</i>	Wednesday 5 th April 2027
	THIRD WEEK OF EASTER	Begins Sunday 11 th April 2027
	SAINT BERNADETTE SOUBIROUS	Thursday 16 th April 2027
	GOOD SHEPHERD MASS at St George's Cathedral	TBC (Diocesan event)
	FOURTH WEEK OF EASTER	Begins Sunday 18 th April 2027
	Saint George - <i>Solemnity</i>	Friday 23 rd April 2027
	FIFTH SUNDAY OF EASTER	Begins Sunday 25 th April 2027
	URSULINE YEAR 9 RETREAT DAY at Aylesford	Wednesday 28 th 2027 15 Year 9 students from each Ursuline School.
	MASS – YEAR 7	Week beginning TERM 5
	SIXTH SUNDAY OF EASTER	Begins Sunday 3 rd May 2027
	SOLEMNITY OF THE ASCENSION OF THE LORD Celebration of the Word	Thursday, 6 th May 2027 Led by Catholic Life Ambassadors in Form Time. A Holy Day of Obligation

	SEVENTH SUNDAY OF EASTER	Begins Sunday 9 th May 2027
	YEAR 13 LEAVING LITURGY AND CEBERBATION	14 th May 2027 TBC
	PENTECOST, the end of Easter and the Birthday of the Church	Sunday 16 th May 2027
Ordinary Time	ORDINARY TIME BEGINS	Monday 17 th May 2027
	COMMUNITY MASS (Exams)	Wednesday 19 th May 2027
	SOLEMNITY OF THE MOST HOLY TRINITY	Sunday 23 rd t May 2027
	ST AUGUSTINE HOUSE CELEBRATION OF THE WORD Celebration of the Word	Thursday 27 th May 2027
	THE BIG EMMAUS WALK FOR CAFOD	Friday 28 th May 2027
	SOLEMNITY – CORPUS CHRISTI	Sunday 30 th May 2027
	THE MOST SACRED HEART OF JESUS, <i>Solemnity</i>	Friday 4 th June 2027
	YEAR 11 LEAVING LITURGY AND CEBERBATION	Date TBC
	URSULINE SIXTH FORM DAY at FARM STREET JESUIT CENTRE	Thursday 17 th June 2027 For Year 12 Student Council Leaders from each Ursuline School
	Nativity of John the Baptist, Solemnity	Thursday 24 th June 2027
	SOLEMNITY OF ST. PETER AND ST. PAUL <i>Solemnity</i> WHOLE SCHOOL MASS on Chapel Lawn	Tuesday 29 th June 2027 HOLY DAY OF OBLIGATION
	STAFF THANKSGIVING MASS	Thursday 8 th July
	END OF YEAR CELEBRATION OF THE WORD	Week beginning 12 th July 2027 in Form Time Collective Worship and Achievement assemblies
	THE ASSUMPTION OF THE BLESSED MARY, <i>Solemnity</i>	Sunday 15 th August 2027