



ANNUAL PLAN OF PROVISION

***St Mary's Catholic Primary School
Our Lady of Lourdes CMAT***

'Do little things with great love'
St Therese of Lisieux



ANNUAL PLAN OF PROVISION

There is a time for everything, and a season for everything.

EXECUTIVE SUMMARY

The Annual Plan of Provision (APOP) ensures prayer and liturgy remain central to the life of St Mary's Catholic Voluntary Academy. It translates our mission and Prayer and Liturgy Policy into a clear, year-long framework that aligns with the liturgical calendar and provides daily prayer, weekly worship, sacramental celebrations, and seasonal events. Developed with staff, pupils, governors, clergy, and families, the APOP promotes inclusivity, participation, and spiritual growth for all. As a living document, it is continually monitored and reviewed, fostering a vibrant Catholic community where pupils encounter Christ and live out Gospel values.

INTRODUCTION

At St Mary's Catholic Voluntary Academy, the Annual Plan of Provision (APOP) sets out how prayer and liturgy shape the spiritual life of our school. Rooted in our mission to "Believe, Succeed and Soar," the APOP ensures that all pupils and staff encounter Christ daily through prayer, reflection, and celebration. Closely aligned to the Church's liturgical calendar, it provides opportunities for collective worship, sacramental life, and pupil-led liturgies. Developed collaboratively with staff, clergy, governors, and pupils, the APOP is a living document that nurtures inclusivity, strengthens our Catholic identity, and enables our community to live out Gospel values.

LINKS TO POLICY

The Annual Plan of Provision (APOP) is the practical outworking of our Prayer and Liturgy Policy at St Mary's Catholic Voluntary Academy. While the policy sets out our mission, vision, and Gospel values, the APOP translates these aims into lived experiences across the school year. It ensures prayer and liturgy are central to daily life, structured around the liturgical calendar and accessible to all pupils. By guiding planning, delivery, and evaluation, the APOP strengthens our Catholic identity, supports spiritual growth, and provides opportunities for staff and pupils to encounter Christ and actively live out the values expressed in our policy.

Produced By: Olivia Mumford
Updated on: September 2026
Next Review: September 2028



SEASONAL PROVISION

ATMOSPHERE & SEASONALITY

At St Mary's Catholic Primary School, the atmosphere and seasonality of prayer and liturgy are thoughtfully designed to reflect the rhythm of the Church's liturgical year. Just as the changing seasons outside mark time and evoke emotion, our worship adapts to reflect the spiritual seasons within the life of the Church. Through deliberate planning, we create distinct experiences for Advent, Lent, Easter, and Ordinary Time—using themed prayer spaces, seasonal prayers, and opportunities such as reconciliation and reflection. This intentional approach helps pupils connect emotionally and spiritually with each season, making the prayer life of our school both meaningful and deeply rooted in tradition.

	Atmopsphere	Seasonal Features
Advent / Christmast ide	A sense of anticipation and preparation is cultivated through quiet reflection and hope-filled prayer.	Purple cloths draped over prayer tables, Advent wreaths with candles, Travelling Crib displays moving from class to class, stars and Nativity scenes in corridors. Gentle, reflective hymns like O Come, O Come Emmanuel during assemblies and choral singing. Pupils sharing prayers of hope and waiting. A sense of quiet anticipation and preparation. Spaces feel calm and sacred, encouraging reflection and stillness.
Lent	Reflective and penitential, encouraging introspection and spiritual growth.	Simple, solemn prayer areas with purple cloths, crosses, and symbols of sacrifice. Stations of the Cross displayed around the school. Quiet music or silence during meditation, reflective prayers, and scripture readings. Pupils discussing themes of forgiveness and mercy. A deep sense of introspection and reverence. Opportunities for reconciliation create a peaceful and healing atmosphere.
Easter	Joyful and triumphant, celebrating resurrection and new life.	Bursts of colour—white and gold cloths, flowers, and resurrection imagery. Prayer spaces transformed to reflect new life. Triumphant hymns like Alleluia, He is Risen, joyful singing, and celebratory liturgies. Uplifted and renewed. The school feels alive with celebration and hope, marking the joy of the Resurrection.
Pentecost	Calm and steady, focused on growth in faith and discipleship.	Red cloths and flame symbols in prayer areas, doves and wind imagery, vibrant displays celebrating the Holy Spirit. Energetic hymns like Send Down the Fire, readings about the apostles receiving the Spirit, pupil-led prayers about courage and mission. A sense of excitement and empowerment—spaces feel alive with energy and purpose, encouraging pupils to be bold in their faith.
Ordinary Time	Calm and steady, focused on growth in faith and discipleship.	Green cloths in prayer areas, displays focused on Gospel values and discipleship, seasonal themes like Harvest or Month of Mary. Weekly Celebrations of the Word, choral singing, and pupil-led prayers. Rosary Club and CAFOD assemblies bring global voices into the school. A steady rhythm of faith and learning. Pupils feel grounded and connected to their spiritual journey and the wider Church.

Advent is a season of preparation and anticipation for the celebration of Jesus' birth. We aim to create a peaceful and reflective atmosphere throughout the school to encourage students to enter into the spirit of waiting and hope.

Classroom and School Environment

- Advent wreaths and candles displayed in classrooms and communal areas
- Purple cloths, symbols of hope, and scripture quotes used in prayer spaces
- Advent calendars or “good deeds” countdown activities
- Displays celebrating themes of light, waiting, and joy
- Opportunities for children to contribute to charity or service projects

Prayer and Liturgy

- Weekly lighting of the Advent wreath with reflection and prayer
- Class and whole-school Celebrations of the word focused on Advent themes (hope, peace, joy, love)
- Daily prayer times incorporating Advent scripture and hymns
- Pupil-led reflections and creative prayer stations linked to the season
- Opportunities for Adoration and Benediction
- Opportunities for Reconciliation and stillness
- Advent Prayer Clubs

Overall Tone

- A calm, reflective atmosphere cultivated across the school day
- Emphasis on kindness, patience, and service to others
- Encouragement of silence and stillness as ways of preparing for Christ
- Celebration of waiting with joyful anticipation rather than haste
- A community focus on hope and the coming of Jesus

Events

- EYFS Nativity
- KS1 Nativity
- Y3/4 Carols around the tree
- Weekly Celebrations of the Word led by KS2 classes
- Adoration of the Blessed Sacrament
- Carol singing at the local care home
- Carol singing at Asda town Centre

Resources

- Nativity Sets
- Christmas Carols
- Travelling Crib
- Symbols of Advent
- Virtual Advent Calendar



Ordinary Time is the longest liturgical season, offering us a time for growth and deepening our faith. We celebrate the ongoing presence of Christ in our lives and strive to live out the Gospel message in our daily actions.

Classroom and School Environment

- Green cloths, symbols of growth and life, displayed on prayer tables
- Scripture verses and displays highlighting discipleship and everyday holiness
- Focus on stewardship projects (care for creation, charity work, community service)
- Classroom discussions linking Gospel values to daily choices and behaviour
- Celebration of saints' feast days and their witness during Ordinary Time

Prayer and Liturgy

- Weekly Gospel reflections emphasising Jesus' teaching and miracles
- Regular opportunities for pupil-led worship on living the Gospel in daily life
- Prayers for strength to grow in faith and to share God's love with others
- Liturgical music and hymns that celebrate discipleship and mission
- Incorporation of Lectio Divina or meditation to deepen reflection on scripture

Overall Tone

- Atmosphere of steady growth and faithful living, rather than anticipation or festivity
- Encouragement of consistency in prayer, kindness, and service
- Emphasis on finding Christ in ordinary, everyday moments
- Ongoing challenge to live as missionary disciples in small acts of love
- A calm rhythm to the school year that sustains pupils' spiritual journey

Events

- Welcome Mass
- All Saints Mass
- Education Sunday
- Harvest Celebration
- Daily Meditation
- Synod
- Retreat Days
- Crowning of Mary
- Living Rosary
- Rosary Club
- First Holy Communion Celebrations

Resources

- CAFOD resources
- Laudato Si
- Catholic Social Teaching
- Pilgrims of Hope
- Bishop's Themes
- Mary's Meals



LENT

Lent is a season of reflection, repentance, and renewal. We journey with Jesus towards the cross, reflecting on our own need for forgiveness and striving to deepen our relationship with God.

Classroom and School Environment

Classroom and School Environment

- Purple cloths and simple symbols (cross, ashes, desert imagery) on prayer tables
- Displays focusing on prayer, fasting, and almsgiving
- “Lenten promises” or class acts of kindness/service projects
- Quiet reflection spaces created in classrooms and corridors
- Fundraising initiatives (e.g., CAFOD, local charities) to live out almsgiving

Prayer and Liturgy

- Ash Wednesday liturgy to begin the season
- Stations of the Cross or class reflections on Christ’s Passion
- Daily prayers emphasising repentance, mercy, and forgiveness
- Opportunities for the Sacrament of Reconciliation
- Pupil-led prayers focusing on Lenten themes of humility, sacrifice, and hope

Overall Tone

- A reflective, penitent atmosphere encouraging self-examination
- Emphasis on simplicity, humility, and service
- Encouragement to “walk with Christ” through daily choices
- A community focus on transformation and preparing hearts for Easter joy

Events

- Ash Wednesday Mass
- Adoration of the Blessed Sacrament
- Lenten Prayer Club
- Living Stations of the Cross
- Lenten Celebrations of the word led by KS2 classes
- Visuo Divina

Resources

- CAFOD Resources
- Religious Artwork
- Mission Together
- Communion items - Chalice, Paten, Ciborium

Eastertide is a season of great joy and celebration, marking the resurrection of Christ. We celebrate the new life that Jesus offers us and rejoice in the hope of eternal life.

Classroom and School Environment

- White and gold cloths, flowers, and symbols of new life on prayer tables
- Displays celebrating resurrection, light, and joy
- Use of Alleluia and Easter hymns in classrooms and assemblies
- Artwork or projects on resurrection stories and appearances of the risen Christ
- Celebration of Pentecost with symbols of flame, wind, and the Holy Spirit

Prayer and Liturgy

- Easter liturgies celebrating the Resurrection with music and scripture
- Daily prayers of thanksgiving and joy, using Alleluia as a refrain
- Pupil-led worship highlighting new life, joy, and mission
- Celebration of key feast days (Ascension, Pentecost)
- Prayers invoking the Holy Spirit for guidance and courage

Overall Tone

- Joyful, celebratory atmosphere across the school
- Emphasis on hope, new beginnings, and God's promises fulfilled
- Encouragement to share the Good News with others
- Focus on mission, discipleship, and life in the Spirit
- A community rejoicing in the presence of the Risen Christ

Events

- Easter themed Celebrations of the word
- Ascension Day activities

Resources

- Bishop's Themes
- Catholic Social Teaching
- Gospel Values and Virtues

Pentecost marks the descent of the Holy Spirit and the birth of the Church. We celebrate the gifts of the Holy Spirit and our call to share the Good News with the world. This then leads to our second period of Ordinary Time.

Classroom and School Environment

- Red cloths and symbols of flame, wind, and the dove on prayer tables
- Displays showing the fruits and gifts of the Holy Spirit
- Artwork and creative projects inspired by Acts of the Apostles
- Visual reminders of mission and service (posters, quotes, pupil pledges)
- Celebrations of diversity and unity within the school community

Prayer and Liturgy

- Whole-school Pentecost liturgy celebrating the descent of the Holy Spirit
- Pupil-led prayers invoking the Spirit for guidance, courage, and wisdom
- Daily prayers focusing on the gifts and fruits of the Spirit
- Use of vibrant hymns of praise and mission songs
- Opportunities for reflection on how the Spirit empowers us to live as disciples

Overall Tone

- Joyful and dynamic atmosphere reflecting renewal and energy
- Emphasis on courage, unity, and being sent out in mission
- Encouragement of pupils to use their God-given gifts in service
- Celebration of diversity as a sign of the Spirit at work
- A school community alive in faith, ready to share the Gospel

Events

- Adoration of the Blessed Sacrament
- First Holy Communion
- Retreat Day
- Pentecostal Celebrations of the word

Resources

- Fruits of the Holy Spirit
- Hymns

PROVISION

RHYTHM OF PRAYER & LITURGY

At St Mary's Catholic Primary School, the rhythm of prayer and liturgy is carefully shaped to reflect the Church's liturgical year and the spiritual life of our community. Daily and weekly gatherings—such as Morning Prayer, Celebrations of the Word, and Christian meditation—create a consistent structure that grounds pupils in faith. This rhythm is enriched through seasonal opportunities, including reconciliation during Advent and Lent, and themed prayer spaces during key feasts. By deliberately aligning our worship with the liturgical calendar, we foster a deeper awareness of the Church's seasons, ensuring that prayer is purposeful, engaging, and accessible for all members of our school.

	Monday	Tuesday	Wednesday	Thursday	Friday
Whole School	Gospel Celebration of the Word			Choral Singing	Celebration Assembly
Key Stage / Year Group			Key Stage Celebration of the Word		
Class / Form	Daily Meditation Daily Prayers	Daily Meditation Daily Prayers Pupil-led Celebration of the Word	Daily Meditation Daily Prayers	Daily Meditation Daily Prayers	Daily Meditation Daily Prayers
Small groups	Sacred Space	Sacred Space	Sacred Space	Sacred Space Choir	Sacred Space
Individuals	Meditation and Reflection Opportunities to use Prayer Areas	Meditation and Reflection Opportunities to use Prayer Areas	Meditation and Reflection Opportunities to use Prayer Areas	Meditation and Reflection Opportunities to use Prayer Areas	Meditation and Reflection Opportunities to use Prayer Areas
Staff	Prayer during Leadership and Management Meeting			Prayer during Staff Meeting	Prayer and Reflection in Staff Briefing
Parents / Community					



LOCAL CONTEXT

August	September	October
Summer Craft Workshops	Harvest Festival Autumn Market	Pumpkin Carving Contest
November	December	January
Remembrance Day Service at War Memorial	Christmas Market Christmas Together New Year's Eve Fireworks	New Year's Day Parade Winter Craft Fair
February	March	April
Grantham Music Festival Winter Wildlife Walks	St Patrick's Day Celebrations Spring Farmers' Market Stations of the Cross	Easter Vigil during Holy Week Easter Egg Hunt Spring Clean Up Day
May	June	July
May Day Festival	First Holy Comm Grantham Carnival Open Gardens Weekend	Summer Music Festival





EVALUATION & MONITORING

At St Mary's Catholic Voluntary Academy, evaluation and monitoring are central to ensuring that collective worship remains meaningful, inclusive, and rooted in our mission to place Christ at the centre of school life. Collective worship is regularly observed and reviewed by the Prayer and Liturgy Coordinator, alongside staff, pupils, governors, clergy, and families, to ensure quality and impact.

Pupils play an active role in evaluating worship through verbal and written feedback, class reflections, and pupil-led discussions, which helps develop their confidence and independence in leading prayer. Staff contribute through regular reviews of planning, delivery, and participation, ensuring worship reflects the liturgical calendar and our Gospel values. Families and parish partners are also invited to provide feedback on significant celebrations, such as Mass and seasonal liturgies, strengthening the connection between school and wider community.

Monitoring includes the review of prayer and liturgy folders, prayer areas, and displays across the school. Outcomes from evaluations are shared with staff and governors, informing future planning and development. Successes are celebrated, while areas for growth are addressed collaboratively. In this way, evaluation is not simply a process but a cycle of reflection, action, and improvement, keeping collective worship vibrant, engaging, and spiritually nourishing for all.





INCLUSIVE PRACTICE

At St Mary's Catholic Primary School, prayer and liturgy are central to our spiritual life and provide a meaningful platform for celebrating and respecting other faiths. While our worship is rooted in Catholic tradition, it is inclusive by design, allowing pupils to explore their own beliefs and appreciate the richness of religious diversity.

Our Prayer and Liturgy Policy emphasises that worship is a loving response to God and a space for all pupils to encounter Christ, reflect on spiritual values, and experience a sense of belonging. This inclusive approach is reflected in the way we plan and deliver prayer and liturgy, ensuring that it is accessible, engaging, and respectful of all backgrounds.

Prayer and liturgy at St Mary's are planned with scripture at the heart, but also with reference to the wider world. Pupils are encouraged to explore themes that connect with their lives and the global community. This includes recognising and celebrating key festivals and traditions from other faiths through themed prayer spaces, reflective activities, and assemblies. For example, during Diwali, Ramadan, or Passover, pupils may engage in liturgies that highlight the values shared across faiths—such as light, peace, and community.

Our weekly and seasonal liturgical calendar includes opportunities for enrichment that promote interfaith understanding. Events such as CAFOD assemblies, retreat days, and prayer clubs often incorporate themes of global solidarity and respect for all people, regardless of faith. These experiences help pupils to see prayer as a universal language of compassion and connection. Pupil-led Celebrations of the Word are a key feature of our inclusive practice. Children from all year groups take part in planning and leading worship, choosing prayers, symbols, and reflections that resonate with their understanding of faith and community. This empowers pupils to express their spirituality while honouring the beliefs of others.

The Chaplaincy Team plays a vital role in ensuring that our liturgical life reflects the diversity of our school. Supported by lay chaplains, they help plan inclusive worship and encourage respectful dialogue about different faiths.

Through prayer and liturgy, we celebrate the dignity of every child and promote a culture of respect, empathy, and unity. Our worship is a living expression of our commitment to inclusivity and our belief that all faiths can be honoured within a Catholic context.





OTHER FAITHS

At St Mary's Catholic Primary School, the celebration and recognition of other faiths is deeply embedded within our ethos, curriculum, and spiritual life. While rooted in Catholic tradition, we actively promote inclusivity, respect, and understanding of diverse beliefs, ensuring that all pupils feel valued and respected.

Our Prayer and Liturgy Policy outlines our commitment to fostering spiritual development through a variety of worship experiences. These include Celebrations of the Word, Christian meditation, assemblies, and liturgies that reflect the liturgical calendar. Importantly, the policy also highlights opportunities for pupils to explore their own beliefs and experience a sense of belonging and community spirit. This inclusive approach allows space for the respectful recognition of other faiths within the context of Catholic worship.

Our Protected Characteristics Intent and Progression Document further reinforces this commitment. It states that we “encourage, celebrate and value the diversity of all our communities” and actively promote equality for all. The document explicitly mentions that the freedom to choose and hold other faiths and beliefs is protected in law, and that we foster an environment where all individuals feel valued regardless of their characteristics.

Although the Ten:Ten RSHE curriculum we use does not contain a dedicated unit on other religions, we address this through our Religious Education curriculum, particularly in our work on “Other Faiths.” Pupils learn about different world religions, their practices, and celebrations, helping them to develop empathy, understanding, and respect for those of different beliefs. This is complemented by acknowledging celebrations of other faiths throughout the year, which may include assemblies, themed prayer spaces, and classroom discussions.

Our approach is cross-curricular and holistic. Celebrations of other faiths are integrated into art and cultural activities, educational visits, and guest speaker events, allowing pupils to engage with diverse traditions in meaningful ways. These experiences are designed to promote mutual respect, challenge prejudice, and celebrate the richness of cultural and religious diversity.

Pupil voice is central to this inclusive ethos. Through roles such as School Council, Chaplaincy Team, and Agents of Change, children are empowered to contribute to the planning and delivery of worship and celebrations that reflect the diversity of our community. This not only enhances their leadership skills but also ensures that the celebration of other faiths is authentic and pupil-led.

Ultimately, we aim to prepare pupils for life in a diverse and complex world. By embedding the celebration of other faiths into our spiritual and educational framework, we nurture responsible, compassionate, and open-minded individuals who understand the importance of equality, human dignity, and religious freedom.





SKILL STRATEGY

At St Mary's Catholic Primary School, the progression of pupils in collective worship is carefully scaffolded from Early Years Foundation Stage (EYFS) through to Upper Key Stage 2 (UKS2), fostering increasing independence, creativity, and spiritual depth.

EYFS pupils begin their journey with adult-led prayer and liturgy, primarily within the classroom. The focus is on foundational skills such as making the sign of the cross, sitting still, and joining in with hymns. Pupils are introduced to the concept of scripture and prayer items, and by Pentecost Term, they begin participating in whole-school worship and planning simple Celebrations of the Word with adult support.

In Key Stage 1 (KS1), pupils deepen their understanding of the structure of a Celebration of the Word—Gather, Word, Response, Mission. With adult guidance, they use the “Let Us Pray” resource to plan and deliver worship in pairs or small groups. They begin making liturgical choices and giving reasons for them, such as selecting appropriate songs, prayers, and prayer focus items linked to the theme.

Lower Key Stage 2 (LKS2) pupils take greater ownership of planning and leading worship. They use the Ordo and Extra-Ordo-Nary resources to identify weekly themes and begin navigating the Bible with support. Pupils are encouraged to write their own prayers and set up the prayer focus with meaningful items. Adults support but increasingly step back to allow pupils to connect liturgical elements more independently.

By Upper Key Stage 2 (UKS2), pupils are expected to plan and lead Celebrations of the Word with minimal adult intervention. They use online resources to find scripture, choose or create themes, and generate all elements of the liturgy independently. Pupils articulate the rationale behind their choices and evaluate worship by reflecting on its impact and alignment with scripture and theme. Throughout all stages, evaluation is integral. Pupils use discussion, visual aids, and structured formats to reflect on their experiences, fostering spiritual growth and liturgical understanding. Staff gradually shift from leading to facilitating, ensuring pupils are empowered to express their faith confidently and reverently.

This progression ensures that by the end of primary school, pupils are capable, reflective, and spiritually engaged leaders of collective worship.

For a more detailed breakdown, see the St Mary's Pupil Progression Document.

