



ANNUAL PLAN OF PROVISION



St Augustine's
Catholic Voluntary
Academy

Saint Augustine's Catholic Voluntary Academy
Part of the Our Lady of Lourdes Multi Academy Trust

LET ALL THAT YOU DO BE DONE *in love*

1 CORINTHIANS 16:14



ANNUAL PLAN OF PROVISION

There is a time for everything, and a season for every activity under the heavens - Ecc 3:1

EXECUTIVE SUMMARY

This Annual Plan of Provision (APOP) outlines the strategic approach of Saint Augustine's to deepen and enrich the spiritual life of our school community through prayer and liturgy. Rooted in the teachings of the Catholic Church and inspired by our school's mission and Gospel values, this plan reflects our commitment to fostering a vibrant, inclusive, and spiritually nurturing environment for all pupils, staff, and families. This plan is aligned with the Prayer and Liturgy Directory and the accompanying Diocesan document, and it ensures that all that we do at Saint Augustine's is done purposefully and "done in love."

INTRODUCTION

At Saint Augustine's, prayer and liturgy are central to our life as a Catholic primary school. They help us to grow closer to God, to one another, and to understand what it means to live as disciples of Jesus everyday. Through our daily rhythm of prayer, liturgical awareness and exposure to a variety of types of prayer and liturgy, we will help our community encounter God and develop a sense of belonging within our faith community.


This plan sets out how we will provide age-appropriate, engaging, and inclusive opportunities for all children and staff to experience the richness of Catholic worship throughout the year. Working in partnership with families and our parish, we aim to help every child take an active part in the prayer life of our school and grow in faith, love, and service.

It is our hope that this plan helps our school community begin to deeper understand "not only what we do, but *why* we do it." (*A Practical and Pastoral Expression of The Prayer and Liturgy Directory for Nottingham Diocese, Pg 8.*)

LINKS TO POLICY

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SEASONAL PROVISION

ATMOSPHERE & SEASONALITY

	Advent 1	Advent 2	Lent 1	Lent 2	Pentecost 1	Pentecost 2
Whole School	Welcome Mass Harvest Celebration St. Therese of Lisieux Feast Faith in Action Launch Cotw	Remembrance Service Blessing of Advent Wreaths Immaculate Conception Mass Service of Reconciliation Carol Service	Epiphany Mass	Stations of the Cross Service of Reconciliation Adoration	Easter Cotw Marian Celebration Saint Augustine Retreat Day	Pentecost Cotw Leavers Celebrations
Key Stage	Living Rosary	KSI Nativity				
Class		Class Led Cotw (Advent Wotw) National Youth Funday EYFS Travelling Cribs	Our Lady of Lourdes Feast	Visits to Church	Y6 SATs prayer cards	Y6 Leavers
Small groups	Chaplaincy Team formation					First Holy Communion
Individuals	Rosary Club Education Sunday	Advent Prayer Club	Hopes and Aspiration (linked to Valentines Day)	Lent Prayer Group	Rosary Club	
Staff	INSET input (Mrs Wright)		Trust INSET			APOP 2026-27 (SLT, lay chaplain, clergy, governors, wider staff body)
Parents/Community	Harvest Festival	Remembrance Service Advent Class Cotw Nativity performances Carol service		Stations of the Cross	Saint Augustine Retreat Day	Leavers Celebrations



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

- Our prayer area cloths will be changed to purple to reflect the primary liturgical colour of the season.
- Advent wreaths with 3x purple, 1x rose and 1x white candles will be added to the classroom prayer areas and the main prayer area in the hall. These will be blessed during our whole school Advent Wreath Blessing with Canon Peter.
- Our prayer areas will include age appropriate resources, such as Nativity scenes and Advent calendars.
- Our foyer display will change to reflect the liturgical season.
- We will recognise and celebrate the clear change to Christmastide by using white upon our return to school and for our celebration of Epiphany.

Prayer and Liturgy

- Our chosen hymns will recognise the time of preparation and waiting in anticipation.
- A penitential theme will run through our prayer and liturgy as we prepare ourselves to meet Jesus.

Overall Tone

The overall tone will reflect anticipation and preparation as we encourage everyone within our community to look ahead to Christmas with faith and hope and remind them that we are getting ready to welcome Jesus into our lives once more.

Events

- **Reconciliation Service.**
- **KS1 Nativity Play**
- **Carol Service**
- **Community Faith in Action Project – Christmas themed**
- **Christmas greeting and prayer cards for local care homes and parish**

Resources

- **Purple cloths**
- **Advent Wreaths**
- **Nativity Scenes**
- **Christmas Tree**



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

- Our prayer area cloths will be changed to green to reflect the liturgical colour of the season.
- Our prayer areas will include age appropriate resources and will be updated regularly. Footprints, fish and pebbles may be commonplace on these to reflect the theme of discipleship.
- Our foyer display will change to reflect the pattern of the Church's year (e.g. May, the month of Mary, November, the month of the Holy Souls etc).
- Our prayer areas around school will reflect our school virtues.
- We will explore our Bishop's theme of Discipleship during the Advent term and Missionary Discipleship in 2026.

Prayer and Liturgy

- We will reflect on what it means to be a disciple of Jesus.
- We will choose hymns and prayers which encourage us to let our light shine, follow Jesus and love God.

Overall Tone

The overall tone will reflect our journey through life as disciples of Jesus, encouraging and equipping our pupils to choose to follow Jesus in their own lives now and in their individual futures beyond their school years.

Events

- Saint Augustine's Feast Day and Retreat
- Our Lady of Lourdes Feast Day
- Welcome and Leaver's Events

Resources

- Green cloths
- Variety of prayer resources (especially linked to Missionary Discipleship)



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

- Our prayer area cloths will be changed to purple to reflect the liturgical colour of the season.
- The pillars of fasting, giving and praying will be emphasised in different ways through our prayer stations in classrooms and around school.

Prayer and Liturgy

- The word 'Alleluia' will be omitted during Lent and we will use a different Gospel acclamation. We will also choose our hymns carefully to avoid the use of this word.
- Stations of the Cross will be encouraged for use by class or key stage groups.

Overall Tone

The overall tone will reflect the penitent and reflective nature of the season. Pupils will be encouraged to make Lenten promises.

Events

- **Reconciliation Service**
- **Stations of the Cross led by Chaplaincy Team**

Resources

- **Purple cloths**
- **Resources such as sand and pebbles for prayer areas**
- **Penitential prayers**
- **Lenten promise templates**

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

- Our prayer area cloths will be changed to gold to reflect the liturgical colour of the season.
- We will use appropriate resources and symbols in our prayer areas, such as eggs and flowers.

Prayer and Liturgy

- We will joyfully sing Alleluia once more, including reintroducing a sung Alleluia before the Gospel.
- We will sing Easter themed hymns about new life, resurrection and victory.

Overall Tone

The overall tone will be one of celebration as we recognise Jesus' defeat over death and the hope that we can all have to go to Heaven one day too.

Events

- Whole school Easter themed Celebration of the word

Resources

- Gold cloths
- Flowers, eggs, symbols of new life

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

- Our main hall prayer display and foyer display will be changed for Pentecost to celebrate the birth of the Church and our mission to spread the Good News to others. These will include red cloths as well the symbols such as a dove and fire.

Prayer and Liturgy

- Prayer and liturgy will embrace the many languages spoken at our school and celebrate our ability as a school family to praise God in many languages.

Overall Tone

The overall tone will be one of celebration and call to mission.

Events

- Whole school Pentecost themed Celebration of the word
- Celebration of languages spoken at our school through our prayer life

Resources

- Red cloth
- Symbols of the Holy Spirit, such as a dove, fire etc.
- Prayers and greetings in other languages

PROVISION

RHYTHM OF PRAYER & LITURGY

<i>Morning</i>	<i>Before Lunch</i>	<i>After Lunch</i>	<i>End of Day</i>
<i>Morning Prayer and Mindful Reflection</i>	<i>Lunchtime Prayer</i>	<i>Seasonal Prayer (during Advent and Lent) / Age Appropriate Prayer from Prayer and Liturgy Progression Document</i>	<i>End of Day prayer</i>

	<i>Type</i>	<i>Place</i>	<i>Time</i>	<i>Led by</i>	<i>Evaluated By</i>
<i>Monday</i>	<i>Gospel Based Celebration of the word</i>	<i>Hall</i>	<i>1:50</i>	<i>Mrs Wright</i>	<i>Pupils (using Evaluation Station)</i>
<i>Tuesday</i>	<i>Hymn Practice</i>	<i>Hall</i>	<i>2:50</i>	<i>Mrs Cox / Music Teacher</i>	<i>N/A</i>
<i>Wednesday</i>	<i>Pupil led Celebration of the word (Word of the Week)</i>	<i>Classrooms</i>	<i>2:50</i>	<i>Pupils (supported age-appropriately by staff)</i>	<i>Pupils (Using evaluation forms and class journals)</i>
<i>Thursday</i>	<i>Picture News: Prayer</i>	<i>Hall</i>	<i>2:50</i>	<i>Teaching Staff</i>	<i>Pupils (using Evaluation Station)</i>
<i>Friday</i>	<i>Celebration</i>	<i>Hall</i>	<i>2:50</i>	<i>Deputy Head Teachers</i>	<i>N/A</i>

LOCAL CONTEXT

August

September

October

- *New school year begins*
- *Education Sunday*

- *Month of the Holy Rosary*

November

December

January

- *Remembrance Day*
- *World Youth Fun Day*
- *30th - Season of Advent/new church year begins. Reading cycle A begins.*

- *Class Celebrations of the word*
- *Community Christmas Fair in school*

- *Jubilee Year comes to an end*
- *6th - Epiphany*

February

March

April

- *11th - Our Lady of Lourdes Feast Day*
- *18th - Ash Wednesday (Half Term)*

- *Lent continues*
- *Big Lent Walk*

- *Holy Week*
- *5th - Easter Sunday*

May

June

July

- *SATs week*
- *Month of Mary*
- *27th - Saint Augustine's Feast Day*


- *First Holy Communion*

- *Leavers Celebrations*



EVALUATION & MONITORING

Evaluation will be carried out during Celebration of the word every Monday. Adults are encouraged to support the pupils, especially those in Key Stage 2, by signposting them to the questions and prompts provided by our Lay Chaplain which will help steer the evaluation towards constructive comments which are both relevant (e.g. based on liturgical suitability of prayer area, chosen prayers and hymns etc) and constructive in helping us to grow. Evaluation should be completed and added to the whole school evaluation scrapbook promptly and should include photographs, written feedback (using evaluation forms, but may also include Post-it notes or similar) and examples of mission activities where appropriate. Evaluations will also take place during weekly Class Celebrations of the word which take place every Wednesday. These will be completed by the pupils, who will be aided by an adult only as required based on the age and ability of the pupils evaluating. Monitoring will be carried out by the Prayer and Liturgy Co-ordinator and Lay Chaplain and will be shared regularly with the Head Teacher and wider staff team. This may involve scrutinising the evaluations sheets in the whole school and class scrapbooks, observing Celebrations of the word (whole school and class based) and gathering verbal feedback from the pupils. This will help inform our next steps at Saint Augustine's.






INCLUSIVE PRACTICE

At Saint Augustine's, we believe strongly that we are *all* children of God and that we are *all* precious in his sight. Therefore, as stated in the Practical and Pastoral Expression of *The Prayer and Liturgy Directory for Nottingham Diocese (Pg 12)*, "the approaches we take to support those within our community SEND will be essential to some, but beneficial to all."

All pupils and staff are welcome within all forms of prayer and liturgy offered at Saint Augustine's and they are encouraged to take part to the best of their ability. Staff are expected to be role models for pupils and to model respect and reverence. We also have high expectations regarding the behaviour and participation of our pupils, however we also recognise that due to such things as personal beliefs (especially in regards to members of other religions) or additional needs and disabilities, some pupils may not be able to participate in all aspects of prayer and liturgy.

We will therefore 'invite' everyone, as often as possible, to engage within our times of prayer and liturgy, for example by using such wording as 'We invite you now to join us in making the Sign of the Cross.' This being said, parents will have been made aware of the distinct character and mission of our Catholic school prior to choosing it for their child, therefore we do expect that both pupils and staff take part in the day-to-day prayer life of the school and all that this encompasses. If a parent wishes to request that their child is withdrawn from Religious Education and/or Collective Worship, as is their legal right, this will be through prior agreement with the Head Teacher only.

We will consider how the sensory experience of times of prayer and liturgy may be more challenging for some pupils, especially those with special educational needs and disabilities. We will, at all times, make careful consideration to make all pupils (but particularly those with SEND) feel safe and included. We will do this by considering the physical space for, the sensory experience throughout (e.g. lighting, smells, sounds etc) and the content of each encounter with prayer and liturgy. Staff know the needs of each pupil well and are able to make adaptations as necessary. This may include considering carefully where an individual child might sit, bringing ear defenders, using Makaton or bringing along a suitable fiddle toy or Bible story book with them.



INCLUSIVE PRACTICE

Communication and Interaction

- Pre-learning
- Make information visual
- Use of age-appropriate stories
- Literal language
- Inclusion of Makaton where possible (e.g. for certain hymns or prayers)

Cognition and Learning

- Clear and purposeful chunking
- Differentiated involvement
- Peer support
- Reduce distractions

"Essential for some, but beneficial for all."

Social, Emotional and Mental Health

- Be aware of your audience
- Consider the theme of your prayer or liturgy and whether this might be particularly tricky for certain young people
- Consider your use of language

Sensory and Physical Needs

- Consider the seating arrangements
- Be mindful of the length of the session for prayer and liturgy
- Be aware of different or powerful smells (e.g. incense)
- Be aware of new or loud noises (e.g. a bell, unfamiliar instruments)
- Be aware of the temperature of the space
- Be mindful that some people do not like physical touch (e.g. Sign of Peace)




OTHER FAITHS

At Saint Augustine's, we believe that every person has the right to be treated with respect, dignity and equality. We recognise the need to treat people fairly in accordance with the precepts of the Catechism of the Catholic Church as well as our legal obligations under the Equality Act 2010.

As stated in *Planning and Celebrating Prayer and Liturgy with Young People: A Practical and pastoral expression of the Prayer and Liturgy Directory for Nottingham Diocese (Pg 40)*, "We must work hard to respect the dignity of those present, through an invitational approach." Whilst it may not always be possible for pupils of other religions to fully engage with some of our liturgical actions or with some customs of the Catholic church, our aim is to make our prayer and liturgy accessible to as many people as possible.

We have an 'Other Faiths' display in our school hall which celebrates the six major world religions and showcases children's learning about other faiths from within their RE lessons.

Within our Religious Education curriculum, pupils also learn about other faiths. When appropriate, we can also make links between our own Christian faith and other Abrahamic religions when we share stories from the Hebrew bible, or to Judaism when we talk about Jesus spending time in the Synagogue.





SKILL STRATEGY