LORETO PRAYER & LITURGY POLICY

Last Review:	October 2026
Approved by Governors:	October 2026
Next Review:	October 2027

Our mission and ethos

Loreto College is centred in God, rooted in Christ and animated by the spirit of Mary Ward, the founder of the Loreto Sisters. Our vision is that we will be an educational community where each person has the experience of being loved and valued as a sacred individual created by a loving God; a community where students enjoy an enriching and liberating education that helps them grow into the fullness of life and empowers them to be men and women of courage who are alive to the needs of humanity and committed to making a better world.

Loreto College has been based in Manchester since 1851. It is part of an international network of Catholic schools and colleges run by the Loreto Sisters, and a national network, Loreto English Education Network (LEEN), and are overseen by the Loreto Education Trust (LET).

All that we do is anchored in our seven Mary Ward values: freedom, justice, sincerity, truth, joy, excellence and internationality. We seek to develop the whole person, honing academic excellence alongside providing students with opportunities to develop spiritually, morally and ethically, to reflect on the world and their place in it, and to nurture their gifts and talents.

'Let your love be rooted at all times in God and then remain faithful to your friend.'
Mary Ward

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.)

Loreto Sixth Form College strives to be a Catholic college for the whole community. Loreto College strives to celebrate prayer and liturgy in a way that illuminates and enlightens the minds of all of our students, from a broad range of religious backgrounds and none.

We understand we have a greater degree of diversity than many Catholic schools and that many of our students may never have experienced prayer or liturgy in any form before coming to Loreto.

A Community of many faiths

We recognise that many of the students and staff in our diverse community follow a wide range of faiths, whilst others may be introduced to faith during their time with us. Loreto wishes to be supportive of students and staff in their faith journey and obligations.

To support students in their faith journeys, additional staff-led prayer sessions may be provided, such as Bible Studies, dependent upon student demand and suitable staff availability.

To support students in fulfilling their religious obligations, additional designated cross-college prayer spaces may be provided on a flexible basis throughout the year and dependent upon room availability. Students are only permitted to use these designated prayer spaces for their individual prayer.

For safeguarding reasons, all designated prayer spaces can be used for students personal, individual prayer, but cannot not involve prayer led by students.

The college takes a zero-tolerance approach towards any child-on-child/peer-on-peer discriminatory behaviour, including faith targeted abuse.

2. Overview of prayer and liturgy provision

Daily prayer
Morning Prayer is offered at 8.30am each day for students and staff in our Chaplaincy space, providing a place for the college community to start the day with a word of prayer on our lips and in our hearts.

Weekly Mass
Mass is offered at our beautiful grade two listed Chapel every Thursday at 1:10pm, supported by a dedicated number of approximately ten priests who celebrate Mass; it is open to all students and staff of Loreto. Special Masses are offered throughout the year for our Hall Patrons and for Holy Days of Obligation, such as All Saints'.

Staff are supported at the start of each academic year with staff Masses, enabling staff to look forward in faith to the coming year. An end of year Mass is held for all staff, allowing staff to reflect on the year just passed, as a faith community.

All new staff are invited to the Manchester Catholic Education Partnership (MANCEP) Mass in the first half term of each academic year and are welcomed to this by the Senior Leadership Team.

Liturgical events
Special liturgies take place during Advent and Lent to which all the college community are invited. Resources are provided in Tutorial from the Chaplaincy Team and Core RE Lessons, highlighting the special significance of these times to the Catholic faith.

Midweek worship
The worship is shared during Tutorial each week and accessible for all our diverse community to evoke reflection. The prayers are also included in the weekly Parents/Carers Newsletter, to ensure our families are in touch with the prayerful life of the college.

Assemblies
Students experience and are part of a Start of Year Service through their Hall assemblies. Each assembly has a reflection and prayer, reflecting the history and tradition of their patron, with the ambition to inspire and engage all our multi-faith and secular students.

Staff prayer
Prayer is central to building the community of the college. Loreto staff are a community of Catholic and non-Catholic members alike. All staff are asked in their interviews about their commitment to upholding and promoting the Catholic ethos of the College.

Every staff briefing begins with a prayer. These are led by a range of staff from across the college; members of the chaplaincy team, Catholics, Christians and non-Catholic staff.
All Senior Leadership, Senior Management, College management, Heads of Hall and Curriculum Team meetings begin with a prayer and reflection.

Retreats
All students are invited to attend retreats, which offer space for spiritual development alongside prayer and liturgy. The annual diocesan pilgrimage to Lourdes is also promoted, so that all students have the opportunity to continue and develop their spiritual journey.

As part of staff Mary Ward Day, staff are offered a day retreat for prayer and reflection, in companionship with their colleagues from across the college.

Mary Ward Day
Loreto's core values derive from the educational philosophy of Mary Ward, a 16th century English woman, who founded the Institute of the Blessed Virgin Mary, the order of nuns who in turn founded Loreto College in 1851. The core values are central to the work of the college. To celebrate Mary Ward's remarkable legacy each October a Student Mary Ward Day is held and is a highlight in our college calendar. Mary Ward Day reflects the college Mission that every member of our community is 'Loved and Valued as a sacred individual'. Each activity provided for our students is linked to a Loreto Value and students sign up to the event or activities as they wish.

Mary Ward Day is free to all students with the costs covered by the college. There are a huge range of activities on offer, from day trips to cities, hikes, museum visits and much more.

Staff Mary Ward Day in July is a way of thanking everyone for all their hard work and marking the end of the year in a joyful way. The day begins with a prayer of reflection and thanks.

All staff are able to sign up for a range of activities throughout the day, from baking to bee keeping! This gives staff an opportunity to share passions, skills and hobbies with colleagues, a real highlight of the year.

Faith in Action

Loreto has a clear plan of student focused events scheduled throughout the academic year, divided into the three terms. Throughout the year students raise money for charitable causes, ranging from Loreto International, Toilet Twinning to CAFOD. We also support local, national and international charities as requested by our staff and student community.

Support for those wishing to convert or join religious orders
The college has a very positive relationship with our Loreto Sisters, and we liaise with them and our local priests to provide spiritual guidance and support for our students. Loreto Sisters will meet with students to help them explore their faith and gain a more detailed understanding of a life of vocation.

Parental/ parish engagement
A prayer is shared each week in our Parents/Carers' Newsletter, news of our achievements and recruitment adverts are shared with our local parishes and included in their newsletters. Regular contact is also made with local parishes promoting Loreto Open and Taster Days, encouraging pupils in the local area to join our community.

3. Resourcing

Prayer and liturgy are central to the Catholic Life of Loreto. This is reflected in the annual budget allocation and available resources, including staff time, chaplaincy provision and dedicated spaces for prayer and liturgy.

Our Catholic character is reflected in religious artefacts and images on display throughout the buildings. Our site dates from 1851 and we are fortunate to have the rich Catholic history, with our incredible grade 2 listed Chapel and the statues, mosaics and stained glass preserved in our grounds and across our buildings.

Dedicated spaces for prayer and liturgy are furnished and maintained as such and updated to reflect the Church's liturgical season. The Chapel, Chaplaincy space and prayer room are available for all, to be used for personal or collective prayer/reflection. We also use these spaces to gather regularly for the joyful celebration of Mass, morning prayer and reflection, and student activities during Core RE lessons. All students are actively encouraged to attend these spaces.

We recognise that within some faith traditions there are differing views and practices around prayer, including preferences for gender-separated spaces. As a coeducational Catholic Sixth Form College, we provide inclusive, shared, multi-faith prayer and reflection spaces that are designed to accommodate students from a wide range of faith backgrounds and identities. We are therefore unable to offer gender-separated facilities. Students remain free to practise their faith in ways that align with their beliefs outside of college and to make personal choices about their engagement with shared spaces while they are here.

Members of the Chaplaincy Team are given time to take Chaplaincy out into our Loreto community, supporting CommuniTuesday, Popup Chaplaincy and special events and ensuring regular positive engagement with students.

4. Training and formation

All new staff complete the Loreto *Teaching for Living and Learning Programme,* unique to Loreto educational institutions and attend an Induction weekend in York. We have various training INSETS on Mission with inspirational speakers and resources.

All staff receive a copy of the booklet *"Loreto Education in England: Vision, Values and Philosophy"* and have an opportunity to explore this in various settings.

The *Teaching for Learning and Living Programme* also explores and develops the Ignatian pedagogy that guides teaching and learning at Loreto. This focuses on care for the individual student, and how teachers engage students in the quest for truth.

We strive for an improvement in learning so that each young person achieves their personal best, but we also strive for an improvement in living, through an education that empowers our students, "*to be people of courage who are alive to the needs of humanity and committed to making a better world."* In doing this well we are doing *'something more than ordinary'.*

"Serve God with great love and liberty of mind"
Mary Ward.

5. Monitoring and evaluation

Monitoring and evaluation of the quality and impact of prayer and liturgy takes place regularly through several reports written throughout the year and involves the whole community.

There are weekly Chaplaincy meetings with the Deputy Principal. Chaplaincy is part of the whole college rigorous SAR process, and we are committed to Student Voice. Students' complete questionnaires and give feedback on events throughout the year. Our Core RE and Chaplaincy Ambassadors give suggestions and help to inform future planning. There is a College Chaplaincy Team that meet termly to monitor, evaluate and provide support to the Chaplaincy Department.

Areas for development are identified and issues raised are actioned and evidenced as appropriate.

Reports on activities and progress against targets are submitted to the Deputy Principal, Heads of Hall Team, Senior Management Team, Governors and the Principal's Report.

6. Role of Governors

Loreto Governors take a strong interest in the prayerful life of the college.

All Governors meetings, at both Committee and Board level, begin and end with a prayer.

Governors are invited to take part in the Loreto Education Trust (LET) Board training, which focuses on the Catholic life and Mission of the college. Governors are also invited to cross-college Mission and Ethos staff training events.

New Governors are invited to attend the annual induction weekend at the Loreto Bar Convent, which focuses on Loreto's history, ethos and distinct charism.

The Chair of Governors is an active participant in the Association of Catholic Sixth Form Colleges (ACVIC), and as such is able to enrich Loreto's approach to prayer through the sharing of good practice.

All governors receive Loreto's Parents Weekly Newsletter, inclusive of the Weekly Worship.

The work of the Chaplaincy Team is reported to governors through the Standards Committee.

"Love God much and remember to give thanks often."
Mary Ward