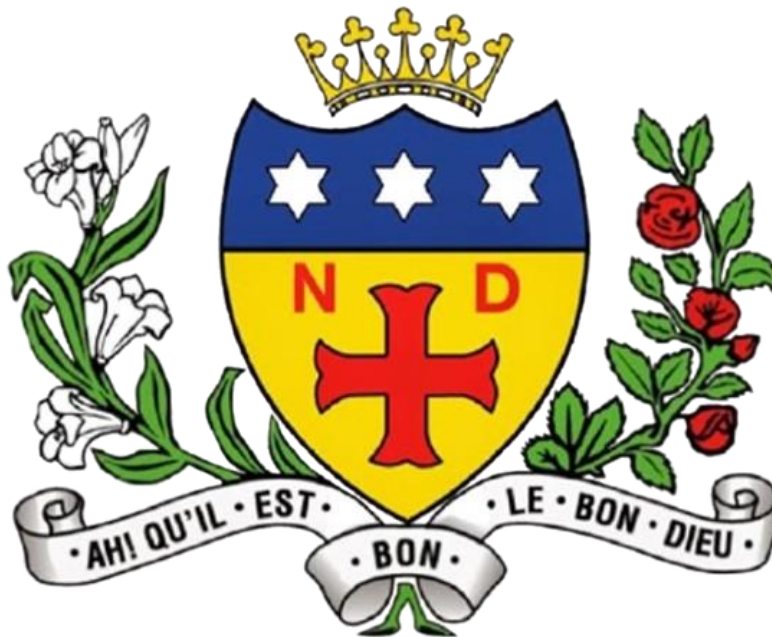


# Notre Dame High School

## Annual Plan of Provision 2025-26

Our Mission: 'Sharing the love and goodness of God with everyone'

By this all people will know that you are my disciples, if you have love  
for one another."



### Introduction

At Notre Dame High School, our mission is to ***"share the love and goodness of God with everyone."*** This Annual Plan of Provision outlines how we live out this mission through prayer, liturgy, and spiritual formation with our students, staff, and wider community.

In all that we do, we are guided by the Hallmarks of Notre Dame Education, which shape our values, vision, and practice. Through prayer and liturgy, we are particularly reminded of ***Hallmark 1: "We show by our lives even more than our words that God is good."*** This calls us to ensure that faith is lived as well as spoken—through compassion, integrity, and service.

Following the guidance of St Julie Billiart, we strive to be ***"persons of prayer."*** Her words remind us that prayer must shape our daily living and inspire us to grow in obedience, charity, and love of God. Our aim is to embed prayer, reflection, and active faith into every aspect of school life.

## Weekly Overview

### Prayer

At Notre Dame, every school day begins and ends in prayer so that all we do is offered to God. Each morning, form groups pray together, guided by a different focus for each day:

- **Monday – School Prayer:** Written by our chaplaincy teams, this prayer expresses our shared identity as a school and unites us with St Julie.
- **Tuesday – Traditional Prayers:** We join our voices with the communion of saints by using prayers from the rich tradition of the Church, such as the Our Father, Hail Mary, Glory Be, the Rosary, the Angelus, or the Act of Contrition.
- **Wednesday – Worship Wednesday:** Inspired by St Augustine’s reminder that “*when you sing, you pray twice*,” we use traditional hymns and contemporary worship music to deepen our connection with God.
- **Thursday – Thankfulness:** A day dedicated to gratitude, giving thanks to God for His many blessings.
- **Friday – Form Prayers:** Students write and lead their own prayers, supported by their tutors, so they grow in confidence and faith leadership.

At the end of each day, departments will close with a prayer that reflects either their subject area or the theme of the lesson.

### Spiritual Development Day

Every Monday, during form time, the students will stand to listen to Sunday’s Gospel. A member of our community—staff, student, governor, priest, or parent—shares a short reflection, offering insights into how the Gospel speaks to our daily lives.

Form tutors then lead time for discussion and application, ensuring that the Gospel is not only heard but reflected upon and lived out. Each session concludes with an interform quiz, encouraging careful listening, reflection, and engagement with the Word of God.

### Assembly

Assemblies take place daily in the Salle, led by Heads of Year and linked closely with our ethos and Hallmarks. Each assembly begins with prayer and always includes scripture, ensuring that God’s Word is central to our shared reflection.

Themes vary across the week and across the year, giving opportunities to explore Catholic teaching, Gospel values, social justice, and the spiritual and moral questions facing our community. Assemblies are a key moment where the whole school unites in prayer and formation.



## **Half Termly Overview 2025-26**

### **Half Term 1: September - October**

Our year begins in the season of Ordinary Time; a period focused on living our faith in daily life. It includes key opportunities to reflect on how we can witness God's goodness through our actions.

- Staff Mass
- Welcome Celebrations of the Word
- Y7 retreat and Mass – 17<sup>th</sup> October
- CMAT Mass – 17<sup>th</sup> October
- Family Mass – 22<sup>nd</sup> October 6pm – Y7 and Y12 – Drama studio
- Together in Prayer – A form time prayer session with Suzanne in the prayer room

### **Half Term 2: October – December**

During this half term, we start in November, the solemn month to remember the dead, before transitioning into a new Church year and beginning the season of Advent, a time of preparation for the coming of Christ.

- Voluntary Mass to remember the dead - 7<sup>th</sup> Nov
- Remembrance – 11<sup>th</sup> November – Act of remembrance
- Jubilee Celebration Assessmly – Celebration of the Word
- Advent Assembly – Celebrations of the Word
- Advent – Weekly Morning Mass (Wednesday)
- Advent Sacrament of Reconciliation
- 16<sup>th</sup> Dec – Advent Carol Service – St Vincent's
- 17<sup>th</sup> Dec – Voluntary Mass (Lunch Time)
- 18<sup>th</sup> December – Christmas Celebrations of the Word - St Johns

### **Half Term 3: January – February**

We begin the new calendar year by celebrating the Feast of the Epiphany, remembering how God reveals Himself to us in the form of Jesus. Following Christmastide, we enter into another period of Ordinary Time, focusing on growth in faith and discipleship.

- Epiphany Assemblies – Celebration of the Word
- Epiphany Mass – 6<sup>th</sup> Jan
- Shoah Service – 27<sup>th</sup> Jan

- Sisters of Notre Dame Founders Day Assembly – Celebration of the Word

#### **Half Term 4: February – April**

This half term leads us into the season of Lent, beginning with Ash Wednesday and continuing through 40 days of prayer, fasting, and giving, culminating in Holy Week and the celebration of Easter.

- Lent Assembly – Celebration of the Word
- Weekly Lent Morning Mass – Wednesday
- Lent Fast Day – 27<sup>th</sup> Feb
- Lent Sacrament of Reconciliation
- Lenten Pilgrimage - Padley
- Holy Week – Stations of the Cross

#### **Half Term 5: April – May**

We return in the midst of Eastertide, a time of joy and celebration for the Resurrection of Christ. Eastertide lasts for 50 days, leading up to Pentecost, when the Holy Spirit was sent to the disciples.

- Easter Year Group Masses – 21<sup>st</sup> April
- Y11 celebration and thanksgiving Mass
- Y13 celebration and thanksgiving Mass
- Ascension – Mass Y10s 14<sup>th</sup> May

#### **Half Term 6: June – July**

Our final half term moves into Ordinary Time once again, with a focus on living out the mission of Christ in daily life and celebrating the feast days of the saints.

- St Peter and St Paul Mass 29<sup>th</sup> June
- Year 10 Retreat Day Mass
- Year 8 Retreat Day Mass
- Celebration Masses at the end of the year 20<sup>th</sup>/21<sup>st</sup> July

## **Evaluation and Monitoring Processes**

After each Celebration of the Word, Mass, or liturgical gathering, we send out a short survey to staff and students involved to gather feedback. This helps us to understand how prayer and liturgy are being received by our community and where improvements can be made.

The responses are collated and shared with our Chaplaincy Champions, who evaluate the findings and make recommendations for future provision. This ensures that our prayer and liturgy remain meaningful, engaging, and responsive to the needs of our school community.

We also invite form tutors, Heads of Year, and visiting clergy to share informal feedback, which allows us to keep refining our practice. Each term, the Chaplaincy Team produces a brief evaluation report for the Senior Leadership Team, identifying strengths and priorities for development, ensuring that our liturgical life continues to grow and bear fruit.

## **Other Faith Provision**

- Dedicated prayer space: Our Muslim students have access to a separate prayer space at lunchtimes, equipped with prayer mats kindly donated by a parent.
- Recognising key faith events: We mark significant religious festivals and commemorations through our Spiritual Development Days, inviting students of those faiths to record reflections or offer explanations so that the wider school community can learn, respect, and appreciate the richness of our diversity.
- Inclusive ethos: All faiths are acknowledged within our life as a Catholic school, while remaining rooted in the centrality of Christ in our prayer and liturgy. In doing so, we live out the call of the Church to foster dialogue, mutual respect, and understanding.

## **Skill Strategy**

For our prayer and liturgy to flourish, both staff and students need to be supported, equipped, and encouraged to play an active role. Our Skills Strategy ensures that everyone in our community has the understanding, confidence, and formation they need to contribute meaningfully. Through induction, training, mentoring, and opportunities for leadership, we help staff to nurture the Catholic life of the school and students to grow as leaders of faith.

### **Staff**

There is a clear induction programme for all staff, both teaching and non-teaching, when they join the school. This induction ensures that they understand the ethos of the school and their role in contributing to its Catholic life.

Throughout the year, there are training and CPD opportunities to help staff grow in confidence in leading prayers and supporting liturgical life. This includes short input in staff briefings around significant moments in the Church calendar, for example:

- Praying the Rosary in October and May (Marian months).
- Preparing for Easter Masses with explanation of the meaning and significance of the Resurrection.
- Guidance on how to lead form prayer and facilitate Spiritual Development Days.

We also gather staff feedback on Catholic Life and Mission annually to help us plan further areas for development.

### **Students**

All students are supported to engage with prayer and liturgy through clear explanation of expectations by form tutors and leaders at the start of each year. For incoming cohorts (Years 7 and 12), their first Celebration of the Word includes a clear introduction to what is happening, why it matters, and how they can participate more deeply.

When attending liturgies or Masses, students are prepared in advance by both their form tutors and RE teachers. They are reminded that the Eucharist is the “source and summit of the Christian life” (Lumen Gentium 11) and are guided on how to engage respectfully and meaningfully.

Each year, students are invited to join the Chaplaincy Champions groups. These are students with a passion for chaplaincy who help plan and lead prayer and liturgy. Supported by a chaplaincy staff member, they are trained to develop their faith leadership, deepen their understanding of scripture, and prepare to serve in ministries such as reading, intercessions, or leading prayer.

Opportunities to serve in ministry are also offered more widely throughout the year during year-group Masses or Celebrations of the Word. The chaplain provides rehearsal and preparation so that students are confident and well-equipped to serve.