

Information on Being and Becoming an Altar Server 2011-2012

If you have been trained as an Altar Server, you need to download and fill out a copy of the **Recommitment to be an Altar Server** form (or you can pick one up on registration day). If you are in the 5th, 6th or 7th grade and are interested in becoming trained to serve, you need to fill out a copy of the **Application to be an Altar Server** form (this will also be available on registration day or you may download it from the school's website.) Fifth grade applicants need to turn in there applications now, but will not be trained until the Spring of 2012. Ms. Letele and Sean Farrell will in the auditorium on Tuesday, August 23rd to answer any questions you may have.

Both the Recommitment form and the Application form need to be signed by both the student and his or her parent(s). The reason for this is because Altar Serving is an important responsibility you are taking on—and the decision should not be made lightly. When making any important decision in your life, you should share your thoughts and feelings with someone close to you. Are you excited to be an active participant in St. Cecilia's parish through the ministry of Altar Serving? Are you willing to get up earlier to serve the 7:30 AM Sunday Masses or the 7:00 AM weekday Masses? Are you so busy with other extracurricular activities that serving the 5:30 PM weekday Masses would be a hardship for you or your family? If you are recommitting, talk to your parents about last year's experience. Did you look forward to serving Masses during your busy school life—or did keeping track of your assigned Masses create more anxiety than moments of peace? (This might mean some reorganizing—or stepping aside, perhaps.)

After you've talked honestly with your parents about your decision to be (or continue to be) an Altar Server, turn in the completed forms to the school office or rectory by Friday, September 3, 2011.

Information and Guidelines for Altar Servers

Being an Altar Server is a big responsibility. To be an altar server is a special honor and a great privilege in the Catholic Church. The primary role of the altar server is to assist the priest in the celebration of the liturgy during Mass. This is done through specific actions and by setting an example to the congregation by active participation in the liturgy by their actions, singing of hymns, responses of the people, looking alert and sitting or standing at the appropriate times. Because Altar Servers play such an active role in the church, it is important that you take this responsibility seriously by following these rules:

1. Please arrive for service 10-15 minutes before the Mass is about to begin.
2. Please wear clean shoes. Flip-flops are inappropriate.
3. When you get your schedule, please make notations on your calendar on the dates of your scheduled Masses. This is not your parent's responsibility—it is yours!
4. If you find you cannot serve your scheduled Mass, please call another server on the list to trade with you, or cover for you. You should not be calling the scheduler to find someone for you.
5. If you do find you have missed a Mass, you should call the scheduler so that she may assign you a make-up Mass.
6. Missed Masses can **ONLY** be arranged through the scheduler or one of the priests!
Covering for another server is not considered making up a Mass.
7. Three missed Masses will automatically suspend you from Altar Serving.
8. All 7th and 8th graders will receive one service hour for each Mass served, with exceptions:

- If you are making up a missed Mass from the summer, you will not receive a service hour.
- Serving funerals during school time does not earn you a service hour, nor does it make up for a missed Mass.
- Serving funerals and weddings during the weekends does not earn you service hour, but can serve as making up a missed Mass.

While trying to clarify questions about service hours, we want to emphasize that serving at the Altar is not about what you can receive, but about what you can give as a prayer leader to your parish and your community. You have been called to serve. Your parish is grateful that you have responded to God's call.

If you have any questions, please feel free to call the rectory at 415-664-8481.