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# Altar Servers Project

St Peter in Chains Parish, Ardrossan, North Ayrshire

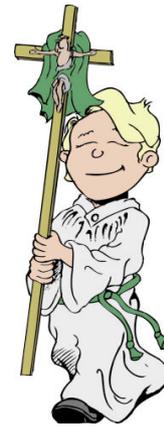
Leader's Handbook

Mission • Training • Commission

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# Altar Servers' Mission

Mission, Eligibility, Programme for the Year

## PART ONE

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### **Mission**

The mission of the St. Peter in Chains Altar Servers is to minister at God's altar with reverence, fidelity, and love. Altar Servers prepare the credence table and sanctuary for Mass, and assist during the celebration of Mass. They also serve at Weddings, First Communion, Confirmation, and other special celebrations in the life of the Church. These include Holy Days, Holy Week, Christmas, and Easter. The presence of these young people at the altar is an important witness, reminding us that Catholics of every age have gifts to offer and a role in ministry. Altar Servers are also involved in our Primary School Masses during the year.



*Catholics of every age have gifts to offer and a role in Parish Ministry*

### **Eligibility**

Any child from our Primary School of St Peter's, who has made his or her First Holy Communion, and is at least seven years old can become an Altar Server. They have to commit themselves to serving in the Church and School in a reliable and regular way.

### **Programme for the Year**

The Annual Programme is flexible so that the young people can include their own ideas and wishes. It can, however, include more or less the following areas:

## Programme Outline

| Time                            | Programme Description                               |
|---------------------------------|---|
| Lent                            | Retreat Afternoon                                   |
| Tuesday of Holy Week            | Training for Easter Celebrations                    |
| Middle of July                  | Day Trip  |
| October                         | Recruitment of new Altar Servers                    |
| Saturday before Christ the King | Training for Commission                             |
| Christ the King                 | Commission  |
| Advent                          | Training for Christmas Celebrations and Advent Meal |

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# Altar Servers' Training

## Training Times and Schedule

### PART TWO

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The training of new Altar Servers usually takes place after the recruitment in October. Training consists of two one hour sessions. There are special training times for Easter and Christmas and also for the Commission Ceremony of the Sunday of Christ the King - usually at the end of November. A simple Training Handbook will be given to all new Altar Servers.



*There are special training times for Easter, Christmas and Christ the King*

During the Commission Ceremony, the Altar Servers promise to faithfully execute the duties entrusted to them and are vested in the serving albs by their parents during the Mass.

### **Schedule**

Altar Servers are usually scheduled to serve Mass twice in a four week period. If a Server cannot make his Mass, it is his responsibility to call other Servers and arrange coverage. Servers are expected to be generous in helping each other out in this way. Various Altar Servers are scheduled for each Mass. Altar Servers should be in the Sacristy at least 15 minutes before beginning of the Holy Mass.

Every summer or at Christmastime St. Peter in Chains treats all of her Altar Servers to a day long trip or similar. This outing is a thank you to our Servers for their generous ministry, and a way for them to grow in friendship as a group. It is also just lots of fun!

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# Altar Server and Parent Agreement

To be filled in before training starts - Thank You!

ST PETER IN CHAINS | ARDROSSAN

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*Young people are key members of our Parish Family*

I, (*print name*) \_\_\_\_\_, wish to serve St Peter in Chains Parish as an Altar Server. An Altar Server is one who provides a very important service to the Church community during Mass. I am at least seven years old and have received my First Holy Communion. My parents and I are willing to make this commitment. I am willing and ready to take my ministry as an Altar Server seriously and I will be faithful to the duties and tasks of an Altar Server in our Parish.

Altar Server's signature \_\_\_\_\_ Date \_\_\_\_\_

I, (*print name*) \_\_\_\_\_, parent or guardian of this Altar Server, agree to do what is necessary to enable him/her to keep this commitment to serve St. Peter in Chains Parish Community.

Parent/Guardian signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile \_\_\_\_\_ Altar Server's Date of Birth \_\_\_\_\_

Email Address (*important!*) \_\_\_\_\_