

# *Altar Serving Ministry*



*If your son or daughter would like to become an altar server  
please complete the attached commitment form  
and return to the parish office by **August 1.**  
to begin serving this September.*

*Must be entering 6th grade in fall 2018,  
baptized and receiving Communion  
with the intention to become Confirmed.*



# Altar Server Application

Then I heard a voice of the Lord saying, “whom shall I send?  
Who will go for us?”

And I answered, “Here I am Lord, send me!”

## ALTAR SERVER PROMISES

I promise to remember that being an Altar Server at Saint Mary Parish is a duty and a privilege of my Baptism, not a right.

Therefore, I promise:

- To be a reverent and responsible Altar Server at Saint Mary Parish
- To know when I am scheduled to serve, arrive at the Church on time and ready to serve (at least **20 minutes** before the liturgy begins) or find a substitute if I am not able to serve at my scheduled time.
- Check instruction sheet on the clipboard in the sacristy.
- Sign in on the schedule sheet.
- To pay attention to the celebrant during Mass and work with the Holy Spirit to carry out my responsibilities during Mass.
- To ask questions when I am unsure of something.
- To volunteer to serve if there are not enough servers present for a Mass that I am attending, even though I may not be scheduled.

Print your name \_\_\_\_\_ Grade: \_\_\_\_\_

Sign your name \_\_\_\_\_ Date: \_\_\_\_\_

## Parent Portion

Like my child, I also promise to remember that being an Altar server at Saint Mary Parish is a duty and a privilege of my child’s baptism, not a right. With that understanding, I give my child permission to be an Altar Server at Saint Mary Parish. I understand that being an altar server is my child’s responsibility. However, I realize that my child may, in some cases, need my help and assistance to carry out that responsibility.

Print Parent name \_\_\_\_\_

Sign Parent name \_\_\_\_\_ Date: \_\_\_\_\_

Parent Email Address \_\_\_\_\_

Parent Phone : \_\_\_\_\_

## Requirements to become an Altar Server:

Each Server must be a baptized Catholic who has received first Eucharist and plans to receive the sacrament of Confirmation by high school. The child must have completed 5th grade (with some exceptions). He/she must be able to sit still, not fidget on the sanctuary and must not draw any attention. The best altar servers are those that the congregation doesn't notice at all.

A high school experienced server with adult supervision will conduct the training session the week of the new server's first scheduled assignment. Schedules are sent out quarterly via email by Mrs. Seidl. Because there it is difficult finding enough servers for some Masses, servers will be rotated for all Mass times. On average, a server is assigned a minimum of two Masses within a quarter. If a server cannot serve on certain dates due to other commitments, he or she is responsible for informing the scheduler before the schedule is prepared.

If a server is going to be absent from an assigned Mass due to illness, or family change of plans, he or she is responsible to find a substitute and inform the scheduler (Mrs. Seidl) of the change. This should be done a **week or more** before the date of the scheduled Mass. Most servers use email to request subs.

Please contact Mrs. Seidl at [sseidl@stmarybg.org](mailto:sseidl@stmarybg.org) or (847) 541-1450 x125 with questions.

Please note: Any individual that misses two Masses will no longer be eligible to participate as an Altar Server.



*Please make a copy for your records and return signed copy to the **Parish Office** attn. Mrs. Seidl.*