

September 15, 2011

Dear Parents of Altar Servers,

From time to time I find it necessary to send out reminders on a few things. I am asking that you share this information with your server(s).

The Mass is a solemn event and it is a privilege to serve in the Sanctuary. The way you stand, the way you sit, the way you walk on the altar is all part of our offering to God. Do it with dignity and respect.

1. If you are carrying the cross, you are to hold it straight and high in the air. If you cannot do this, then have someone else carry the cross for you. The procession, in or out, is not a foot race, maintain three pew interval.
2. From the time we line up to process in, until you exit the church after Mass, (if you are not carrying something), then you are to hold your hands up, palms together, right thumb over the left thumb. When sitting, place your hands, palms down, on your legs.
3. When you serve, you are in the Sanctuary where the miracle of the Mass takes place, therefore:  
**GIRLS: NO JEANS!** Dark colored pants, dark stockings, tights, must be worn with brown or black shoes. Shoe laces are to be dark, ie, no yellow, poka dot, checkered shoe laces. No sandals, no crocs. Only light fingernail polish, if any. Only subdued jewelry. Hair bands are to be brown or black. You are not to draw attention to yourself.  
**BOYS: NO JEANS!** Wear dark pants, dark socks, black or brown shoes. Shoe laces are to be dark, ie, no yellow, poka dot, checkered shoe laces. No sandals, no crocs. No earrings. You are not to draw attention to yourself.
4. Arrive 20 minutes before Mass starts. If you are serving behind the priest, then check and make sure the book is out and marked to the correct page, the children bulletins are available and that the area is neat. If you serve on the Ambo side, check and make sure that the candle wicks are upright and that the lighters have tapers, and your area is neat. If it looks like a candle will not light properly, tell the Deacon immediately. Observe Sacred Silence in the Sacristy, start to prepare yourself mentally for Mass. After saying the Altar Server's prayer, turn to Father or the Deacon and ask for a blessing before Mass starts.
5. As I explained at our training session in February, priority for servers at the Sunday 6 PM Mass goes first to those servers whose parents are involved with the youth for that Mass. If you feel you fit in that category, please contact me before September 30<sup>th</sup>.

It is an honor to serve on the Altar during Mass, but it must be done with dignity and respect.

Yours in Christ,  
Deacon Burke