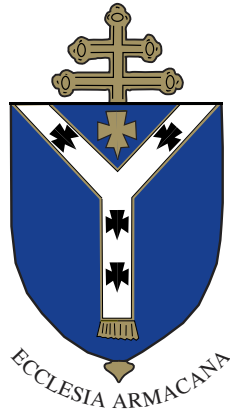


**ARCHDIOCESE
OF ARMAGH**



**Information
and Guidance for
Altar Servers**

Code of Conduct for Altar Servers

You have chosen to be an Altar Server and you now have an important role.

To ensure that you fulfill your role as well as you can, you should:

- Always remember that you are in God's house.
- Show respect and behave well at all times.
- Speak quietly and move gently around the Sanctuary and in the Sacristy.
- Treat other children and adults with kindness and patience.
- Get to know when you are serving Mass. Let your Parents know and make sure you can attend when needed.
- Send apologies in good time if you cannot attend.
- Sign in each time you serve Mass.
- Be on time – at least 10 minutes before Mass begins.
- When you are allowed to enter the sacristy, it's important to wait outside the sacristy door until the Sacristan/Priest/Supervisor calls you in, as the Priest needs quiet time to prepare for Mass.
- Leave promptly after Mass.
- Make your own arrangements to get to and from Church safely.

**If you have any worries about your role as an altar server,
please speak to your parents who will contact the sacristan or Priest to discuss these.**

Altar Servers' Prayer before Mass

God our Father we thank you
for the privilege of serving at your Altar.
Help us to be reverent and attentive in your house.
Help us to listen carefully to your Word
and so be an example to others.

Altar Servers' Prayer after Mass

We ask you Lord to remain with us
throughout this day.
To bless us and guide us always in your ways.
Keep us close to you always.

We ask this through Christ Our Lord. Amen

Glory be to the Father and to the Son
and to the Holy Spirit.
As it was in the beginning
is now and ever shall be,
world without end.
Amen

Information for Parents

If you have any concerns regarding the safety and well-being of your child while he/she is involved in Church activities, please contact one of the Diocesan Designated Officers below:

Name: Pat McGlew

Tel: Office (NI) 028 3752 5592/(ROI) 048 3752 5592

Mobile (NI) 0784 1101 687/(ROI) 0044 784 1101 687

Name: Eleanor Kelly

Tel: Office (NI) 028 3752 5592/ ROI 048 3752 5592

Mobile (NI) 0758 4323 138/(ROI) 0044 758 4323 138

OR contact Social Services:

(NI) Southern Health and Social Care Trust:

Tel: 0800 783 7745 (9.00am to 5.00pm)

Out of hours Emergency Service: **Tel: 028 38 33 44 44**

Northern Health and Social Care Trust

Tel: 0300 123 4333 (9.00am to 5.00pm)

Out of Hours Emergency Service: **Tel: 028 9446 8833**

Western Health and Social Care Trust

Tel: 028 7131 4090 (9.00am to 5.00pm)

Out of Hours Emergency Service: **Tel: 028 7134 5171**

(ROI) Dundalk Health Service Executive

Tel: 042 93 92 200 (9.30am to 5.30pm, lunch 1.00pm to 2.00pm).

After hours contact Garda Station: Dundalk Tel: 042 93 35 577

Drogheda Health Service Executive Tel: 041 98 33 163.

After hours contact Garda Station: Drogheda: Tel: 041 98 38 777 or Ardee: Tel: 041 68 53 222

Helplines for Young People

Northern Ireland

CHILDLINE: Tel: 0800 1111

Website: www.childline.org.uk

NSPCC: Tel: 0800 800 5000

Website: www.nspcc.org.uk

Republic of Ireland

ISPCC: Tel: 1800 666 666

Altar Server Consent Form

Parish of _____

Name of Church(es) _____

(All information will be treated in confidence)

Name of Altar Server: _____

Date of Birth: _____

Address: _____

I have read and agree to adhere to the Code of Conduct detailed above.

Signed: _____

Date: _____

Print Name: _____

Parental Consent

Name of Parent/Carer/Guardian: _____

Please detail below if your son/daughter has any specific medical conditions/allergies or any special requirements:

I have read the Code of Conduct above and the Diocesan Safeguarding Policy and Procedures and agree that my son/daughter can serve as an altar server.

Signed: _____

Date: _____

Print Name: _____