

St. William of York Altar Server Information Sheet

Eligibility Requirements

- Boys who have reached the age of 10
- Family must be registered members of St William of York
- Fill out an Altar Server Registration Form and return to church office

Dress Code

- Black dress pants, and black dress shoes are to be worn under the cassock/surplice.

Logistics

- New servers are placed on one of our serving teams.
- Each team is assigned to serve Mass approximately every other weekend.
- Altar Servers must arrive 20 minutes prior to Mass time.
- The schedule for Mass assignments follows a predictable rotation; each team rotates through each of the different Mass times.
- Assignments also include various other Masses such as Holy Days, Holy Week, Stations of the Cross
- **It is mandatory to find substitutes if you are unable to make your assignment**
- The team roster along with the contact list facilitate finding substitutes when needed.
- Boys who are at least in eighth grade and have served for 3 or 4 years are eligible to become Master Servers. There is a process to apply for this promotion.

Training

- Each new altar server receives a manual which explains how each of the different roles of the altar servers is performed.
- The new altar server is assigned to a team
- The Master Servers on that team are responsible for the on-the-job training of the new server.

Contact information

Coordinator of Altar Servers:
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