

PREPARING FOR THE HOLY MASS

Preparing for Mass helps create a reverent and welcoming space, where the school community can encounter Christ in a calm well-prepared space. As we carry out these preparations, remember that we are not simply arranging a space, we are helping prepare a place where Jesus will be truly present in the Eucharist. Ensuring you have all the things you need is a great start!

MASS CHECKLIST

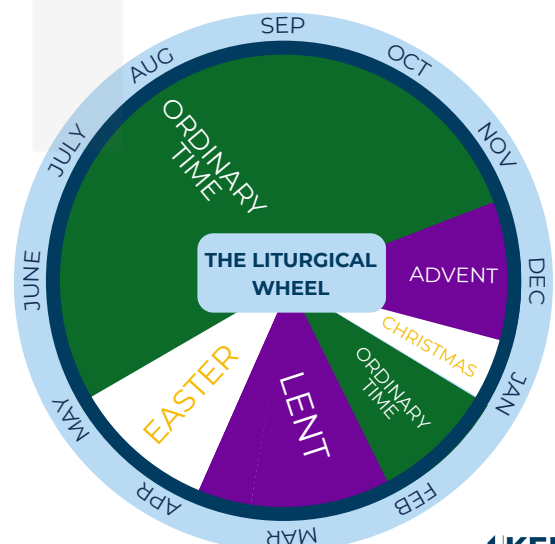
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|---|---|
| <input type="checkbox"/> Altar cloth | <input type="checkbox"/> Finger bowl |
| <input type="checkbox"/> Candles (lighter or matches) | <input type="checkbox"/> Cloth |
| <input type="checkbox"/> Crucifix | <input type="checkbox"/> Water |
| <input type="checkbox"/> Chalice | <input type="checkbox"/> Wine |
| <input type="checkbox"/> Paten | <input type="checkbox"/> Hosts |
| <input type="checkbox"/> Ciborium (one for each Eucharistic minister) | <input type="checkbox"/> Missal |
| <input type="checkbox"/> Corporal | <input type="checkbox"/> Lectionary |
| <input type="checkbox"/> Purificator | <input type="checkbox"/> Chair for Priest |

THINGS TO CHECK

- Is your Priest bringing any of his own things from the list above? Is he bringing his own vestments?
- Have you spoken with your priest about the readings? Is he happy with the choice?
- Confirm and remind the date, time, place and who the Mass is for, with Priest and Leadership.
- Are there any altar servers?
- Do the readings being read align with words on the PowerPoint/Booklet?
- Can everyone see the PowerPoint from where they may be sat?
- Does everyone have enough space to sit, stand and kneel?
- How is Communion going to work? Is there enough room for Eucharistic ministers?
- Are your readers confident in proclaiming the word? Do they need practise?
- Are there people to take up the offertory gifts?

LITURGICAL COLOURS

Does the space correctly mark the liturgical year? This could mean changing a lectern cover or stand or you may have different altar clothes for each season. If this isn't the case don't worry. To recognise the change of season could be as simple as changing the background colour of the powerpoint used!



PREPARING THE READINGS AND READERS

The lectionary is the best place to find the readings of the day, be sure to check if there is a feast or solemnity on the day you have Mass. You can also check online using Universalis, however you can only see a weeks worth of readings at a time, unless you have the paid app as a school resource. Ensure that the staff or students who are reading, have a copy of it a week before so they can practise and have time to ask any questions or learn the pronunciations of words. Be sure to practise with students, this is especially helpful in the place where you will have Mass as they can practise with microphones and bowing to the altar.

PRAYERS OF INTERCESSION

The prayers of intercession should be written in the following order:

- For the needs of the Church
- For the world
- For those in need
- For the local community
- Mary's intercession

PREPARING MUSIC FOR MASS

Choosing hymns for Mass can be difficult especially if you are working with a music department and school choir who might not have much time to prepare. There are some points to consider when picking hymns:

- Are there any hymns that link with the readings at the Mass?
- Are there songs that the students know?
- Is there a new hymn you haven't done before?

It can be easy to chose the same songs for each Mass, often the ones that everyone knows, however they might not always fit with the readings or the time of year. It's a difficult balance to have and you will never please everyone, however it's important that the hymns are liturgically correct and the students feel they are prepared enough to participate.

STUDENT PARTICIPATION IN MASS

There are many ways students can participate in the preparation and celebration of Mass. It's important however that you have a good idea of all of the above in order for student participation to be effective. Here are some ways they can participate:

- Helping prepare the space
- Reading
- Altar Serving
- Choir
- Preparing art for the space
- Playing an instrument
- Welcoming others to Mass
- Writing prayers of intercession

MASS PREP SHEET FOR LAY CHAPLAIN

Date/Time:		Where:	
Who:		Focus:	
Welcome team:			
	Who is reading?	Scripture reference	Have they practised?
First Reader			
Psalm			
Second Reader			
Gospel			
Prayers of Intercession			
Offertory			
Eucharistic Ministers			
Music	Is it being sung?	What	Have they practised?
Opening Hymn			
Penitential Rite (Kyrie)			
Gloria			
Gospel Acclamation			
Offertory Hymn			
Holy Holy			
Memorial Acclamation			
Lamb of God			
Communion Hymn			
Final Hymn			

MASS PREP SHEET FOR PRIEST

Date/Time:		Where:	
Who:		Focus:	
	Who is reading?	Scripture reference	
First Reader			
Psalm			
Second Reader			
Gospel			
Prayers of Intercession			
Offertory			
Eucharistic Ministers			
Music	Is it being sung?	Hymn Name/Mass part	
Opening Hymn			
Penetential Rite (Kyrie)			
Gloria			
Gospel Acclimation			
Offertory Hymn			
Holy Holy			
Memorial Acclimation			
Lamb of God			
Communion Hymn			
Final Hymn			