

CHILDREN'S LITURGY PROCEDURE for MIDDLE SCHOOL AIDES

Thank you for volunteering to assist in the Children's Liturgy of the Word program at St. Andrew's. Our schedules are done with a scheduling program, and are emailed to you.

You are paired up with an adult who will lead the CLOW session. Your responsibilities include helping get the children to and from the Music Room in an orderly manner, helping the leader in seating the children, keeping them in their seats, passing out the leaflets, and recording the number of children who attend on the clipboard. You may also be asked to read the first reading from the Children's Lectionary if you would like.

The CLOW procedure is as follows: The leader is responsible for going to get the Children's Cross and assigning a child to carry it in the processional. The leader and the aide (you) wait near the font area for the priest and the procession to come to the altar. After the opening prayer, the priest or deacon will call forward the children who are being dismissed for Children's Liturgy. The child cross bearer and the leader come forward to greet the children. The aide is responsible for bringing up the rear of the line when the children exit the Church, to keep anyone from getting lost. Please take the Children's Cross and put it back in the Priest's sacristy *before* the children walk down the stairs. The children come back to the Church during the collection (after the Profession of Faith and the Prayers of the Faithful.) You can be of great assistance to the leader by listening to what is going on in the Mass, by using the speakers in the room. When leaving the Music Room, you can help by lining children up, and making sure chairs are straight. You can also help pass out their CLOW leaflets when they leave.

Here is what is happening in the Church while you and the children are in the CLOW session:

1. First Reading
2. Responsorial Psalm
3. Second Reading
4. Alleluia
5. Gospel Reading
6. Homily
7. (Optional) Baptisms, Rites, etc.
8. Profession of Faith (Nicene Creed)
9. Prayers of the Faithful

When the church is saying the Profession of Faith it is time to start lining up. During the prayers of the faithful, the children can be walking back to the Church and lining up at the Commons door. (You may have a longer session when there are Baptisms, Confirmation rites, or RCIA rites.) You may pass out the CLOW leaflets to the children at this dismissal time. The ideal time to get the children back is during the collection – this causes the least amount of confusion.

If you have any questions about your service to this ministry, please call me at the Parish Office (344-9814) or email kboyer@standrewsroanoke.org. I greatly appreciate your willingness to help out, and I hope it proves to be a rewarding experience for you.

Where to find the items you need for CLOW



Children's Cross



Children's Lectionary

and
Are in the **PRIEST'S SACRISTY**



Roll top desk containing
Leader's guide, leaflets, and
clipboard



Volume control – for listening to Mass

Are in the **MUSIC ROOM**