



# ALTAR SERVER POINT LIST AND PROCEDURES

The following is a list of how points are earned:

- +1 Point for regular scheduled Sunday service
- +1 Point for regular schedules weekday service (1 per day)
- +2 Points for volunteering at a mass (provided there are less than 4 regular servers 10 minutes before Sunday mass and less than 2 regular servers 5 minutes before a weekday mass)
- +2 Points for one-sided substitution (this happens when one server serves for another but does not trade one of their masses in the process)
- +1 Point for attendance at all scheduled meetings
- 2 Points for missing your assigned mass
- 2 Points for failing to show up in a trade situation

Servers lose points by not serving mass when they are scheduled. When your team is scheduled, you have an obligation to come and serve. If you are prevented by some special reason, you must provide a substitute. **After calling 6 servers, if you cannot find a substitute, it is your responsibility to call your captain and to call Ms Stef at 888-6508. You will be penalized 2 points for missing that mass.**

If you missed your assigned mass and don't provide a substitute, you will not be given points for serving another mass that weekend.

You will earn your points only if you sign in correctly! If you are a substitute, please put SUB and the name of the server you are replacing next to your name. If you are a volunteer, please put VOL next to your name. If you are a one-way sub, put ONE-WAY and the other server's name.

In order to avoid errors in attendance record keeping, please phone Ms. Stef with your substitute's name and the date and time of your trades in order to be properly credited on the point system.

Any server missing three (3) consecutive masses will have a phone call made to his/her parents from the priest. Three (3) more absences after that and you will be dismissed.

All servers will be invited to our Annual Altar Server Banquet.

All servers in positive standing in the point system will be invited to our Annual Summer Outing.

**SERVING AS AN ALTAR SERVER IS BOTH AN HONOR AND A RESPONSIBILITY. SERVERS LEARN VERY VALUABLE LESSONS FOR LIFE BY PRACTICING RESPONSIBLE BEHAVIOR.**

Please keep this sheet for future reference.