

# Holy Trinity Class Ministry Guide

Grades 3-4

## INTRODUCTION

Class Ministry days are special opportunities for Religious Education students to participate at the Eucharistic Celebration as liturgical ministers. Our primary role at the liturgy is to active and participating members of the assembly. From the assembly, and based on the gifts each individual has been given by God, liturgical ministers are called forward in service to the body of Christ, the Church.

Each liturgical minister has a particular role to play in the liturgy. Liturgical ministers and members of the assembly remind us of Paul's admonition that "there are many parts, but one body." Each part, then, helps build up the body by performing a particular role.

Preparation and rehearsal will be crucial to help your students do their best on the day of their Class Mass. Self-assuredness will go a long way in helping your students do the best they can in their liturgical ministry and, thus, help the community worship well by being welcomed by engaged greeters and ushers, and serving helping the community prepare the table of the Eucharist.

Here are some reminders and hints as you prepare your students:

- **Emphasize the importance of reverence.** Before you even enter the Trinity Hall or the Church, remind students that you are undertaking a very important ministry and it's important to be very respectful in the place where we celebrate the Eucharist. This is like a formal dinner at our house, and our manners must be up to par! Remind them that there is no loud talking, no running.
- **Convey a sense of occasion.** This is a special event for them, their families, and the community; therefore, dress appropriately in special clothes, arrive on time, come prepared, and do your best. No gum, no candy, etc are allowed.
- **Discuss the concept of pace or tempo.** Remind them not to rush when they are walking up to the altar, returning to the pew, walking to the back of the Church for the offertory, reading (slowly, clearly, and deliberately), etc. This slow-but-sure strategy helps children relax and remain as calm and composed as developmentally possible. This is a joyful event to appreciate and enjoy!
- **Use correct liturgical vocabulary.**
- Please consult the Class Mass schedule for Mass and rehearsal date/time/location information.

## Logistical Details

- Classes will rehearse in the same space where their Class Ministry service will be celebrated, unless noted in the calendar.
- Catechists ask for volunteers or assign various roles as follows. Please have back-ups ready in case a child does not show the morning of Mass.
- Contact parent volunteers to assist as needed.
- Arrival time on the morning of the Class Ministry is 8:40am
- All students will participate in the Opening Procession.
- They will sit together in the first few pews, reserved as needed.
- Parents and family members will sit elsewhere in the Church or Trinity Hall.

Included in this resource is:

- Logistical information
- Planning guides for the Church and Trinity Hall

Please feel free to contact us with any questions or concerns. Many thanks for your dedication and hard work!

Judith Brusseau  
Pastoral Associate for Religious Education  
[jbrusseau@trinity.org](mailto:jbrusseau@trinity.org)

David Pennington  
Pastoral Associate for Liturgy  
[dpennington@trinity.org](mailto:dpennington@trinity.org)

# Class Ministry Planning Resource - Trinity Hall

Please use this resource as a worksheet for planning your Class Ministry Day.

Students are seated stage right of the altar, looking at the altar on the left. When ushers need to retrieve baskets for the collection or bring up the gifts, they should use the doors into the cafeteria and enter the lobby through the cafeteria, not by way of the Trinity Hall.

Catechists assign class members to the various roles as follows:

**1. Ushers (U) – Four ushers**

- Ushers stand at all entrances and welcome the parishioners with a smile and greeting, and distribute Worship Aids.
- Two students are needed at each entrance.

<b>U-1.</b>	<b>U-3.</b>
<b>U-2.</b>	<b>U-4.</b>

**3. Procession with the Gifts (PG) – Three gift bearers and two or three with altar cloth**

- These students come to the lobby of the Trinity Hall after the Creed.
- Two or three students with the First Communion altar cloth in hand will walk down the aisle. They walk up the altar steps without bowing and affix the altar cloth to the front of the altar. They return to their seats without bowing.
- After, two other students will bring up carafes of wine
- One will bring up the bread
- An altar server will lead them forward. Beadles will give them cues when to walk forward to the altar. It will be after the cups are placed on the altar.
- The wine goes first. The priest receives the bread last.

<b>Altar cloth:</b>	
<b>Altar cloth:</b>	
<b>Altar cloth:</b>	
<b>Wine 1:</b>	
<b>Wine 2:</b>	
<b>Bread:</b>	

4. **Collection Ushers (C)** – Four collection ushers

- These students come to the lobby of the Trinity Hall at the beginning of the Creed
- Two students take the collection in the moveable chairs and two in the bleacher.
- Be sure to assign students to a specific place.

<b>C-1:</b>	<b>C-3:</b>
<b>C-2:</b>	<b>C-4:</b>

5. **Communion Ushers (CU)** – Two communion ushers

- These students stand in place to lead the people out of the rows for the Communion Procession
- These students come to the lobby of the Trinity Hall after the Sign of Peace

<b>CU-1:</b>	<b>CU-2:</b>
--------------	--------------

## MINISTER CHECK LIST - TRINITY HALL

<b>Rehearsal Time:</b>	
<b>Location:</b>	
<b>Mass Arrival Time &amp; Location:</b>	

Ministry	Name	Ministry	Name
Hospitality 1		Hospitality 3	
Hospitality 2		Hospitality 4	
Collection 1		Collection 3	
Collection 2		Collection 4	
Altar Cloth 1		Altar Cloth 3	
Altar Cloth 2			
Gift Bearer Wine 1		Gift Bearer Bread 1	
Gift bearer Wine 2			
Communion Usher 1		Communion Usher 2	