



Limerick Diocese

Altar Servers & Child Protection

Some Frequently Asked Questions & Answers



1. Should altar servers fill in an application form? *YES*
2. Do you need parental consent for altar servers? *YES*
3. Should every sacristy have a “sign in” book? *YES*
4. Who should sign in? *EVERYBODY who has occasion to be in the sacristy before mass.*
5. What is the correct procedure to follow when altar servers are needed for liturgies outside of Sunday Mass and other Holy Day ceremonies?
If altar servers are required to leave school to serve mass (e.g. funeral) the parish priest, curate, sacristan etc. must contact the parents of the altar servers and the school must receive written permission on each occasion for their child to serve mass. Schools can only release a child to the care of a parent or someone who has been nominated by a parent to collect them, so it is essential that the written permission outlines who will collect the child in question and escort them to and from the church. A parent may also give permission for a child to make their own way to and from the church. It is not enough for the parish priest, sacristan etc. to contact the local school as the school will not release children without written permission. It is also important to note that altar servers who leave school to serve mass are covered under the Parish’s insurance not the school’s.

Points to Remember



- All Sacristies should have a fully stocked first aid kit in case of accidents.
- Incident report forms should be filled out in the event of any accidents that occur.
- All adults should maintain appropriate boundaries when dealing with young people.
- Adults should be aware that being alone with a young person is not appropriate practice – if you cannot avoid being alone with a young person make sure that there is a door open at all times.
- Your Parish Code of Behaviour should be on display in your Church sacristy.