

# A teacher's guide to

# Preparing the Mass

## Importance of preparation

Every celebration of Mass should be prepared carefully.

Always there are choices to be made. Careful preparation helps ensure that the choices are wide wisely so as to best support and encourage the prayer participation of those with whom the Mass is being celebrated.

## What factors should be taken into consideration?

A wide variety of factors can and should be taken into consideration

- **The day of the celebration**  
What is the focus of the day in the Church's calendar? Sometimes this determines prayers/readings that must be used. But once the character of the Church's day is known...
  - **What options are provided in the Lectionary and in the Missal?**
- **The congregation**  
Often what is proper for a celebration with thirty 8-year olds will not be so suitable for a celebration with a congregation of adults and teenagers.
- **The musical repertoire known by the congregation and by the music ministers**  
Often it will be appropriate to learn a new setting or song for a particular Mass, but the planning starts with knowledge of what is already known and what is the musical competence of congregation/ministers.
- **Opportunities and restrictions imposed by the time/place of celebration**

## A simple process to follow

### 1. Establish the context.

- What is the particular reason for the celebration?
- What are the expectations of the style of celebration - eg a quiet celebration of the Mass of the Day or something more particular and festive?
- Who will take part in the celebration?
- Where will the celebration take place?
- What dates/times are available?

### 2. Once basic decisions have been taken about the who/what/where and when of the celebration, the work of researching the options can begin.

- How will this be done? By one person or a group working together?
- Who will make the final decisions?

### 3. Agree who will be involved in the practical preparation of the place of celebration/ministers etc.

- Notify them and give them the information they need to take responsibility for the tasks allocated to them.
- Agree when arrangements need to be concluded and necessary information passed on to the central coordinator - eg the names of readers, copies of Prayer of the Faithful.

### 4. AFTER the celebration gather the principle people responsible for the preparation to REVIEW how things went, so that there can be effective learning from the experience in preparation for the next time.

# *A teacher's worksheet for* **Preparing the Mass**

## **Prayer of the Faithful for**

Mass for .....

on .....

at .....

in .....

Coordinator for Mass is.....

Priest is .....

**NB Detailed planning and preparation sheets are available in the pack provided to the Chaplain/RE Coordinator/Head Teacher etc.**

**They can also all be downloaded from [www.rcdow.org.uk/liturgy](http://www.rcdow.org.uk/liturgy) (look under the Liturgy resources subsection)**

## **1. The context.**

- What is the particular reason for the celebration?
- What are the expectations of the style of celebration?
- Who will take part?
- Where will we celebrate?
- What dates/times are available?

## **2. Researching the options.**

- How will this be done? By one person or a group working together?
- Who will make the final decisions?

## **3. Who will be involved in the practical preparation?**

- What information do they need? Who will give it to them and deal with questions?
- Who do they need to feed back to and when?

## **4. When/where will the review meeting take place?**