

# Children's Liturgy of the Word Checklist

1. In a quiet and prayerful spirit, read the resource materials.
2. Prepare 3-4 simple/short reflection questions that center on the Sunday readings for Mass. (These questions should be focused on wondering about what we hear, not just recalling what was heard.)
3. Arrive 15 minutes prior to mass to place the Children's Lectionary next to Fr. Godfrey's chair (presider's chair) on the sanctuary. Ask the Ushers to notify the CLOW Catechists when the assembly recites the Nicene Creed so we can return to church during the collection. If there is a visiting priest, ask the sacristan to notify the presider that there will be dismissal for CLOW, after opening prayer.
4. Prepare Liturgy room 407 for the children: place a lighter inside podium (check if working), write Responsorial Psalm response on the dry erase board. Write the prayer response on the dry erase board; use a different color. Once your partner arrives, if possible, take a moment to pray together. May the Holy Spirit become the true teacher within the Liturgy room.
5. When the presider invites the children forward, both Catechists walk forward with the children. Fr. Godfrey/presider will hand the Children's Lectionary to a Catechist. After Fr. Godfrey/presider blesses the children, the Catechist, with the Lectionary, leads children out of church, while the second Catechist should follow behind children. Guide the children slowly from the main aisle to room 407.
6. Once settled inside the Liturgy room, read the centering prayer from your CLOW resource sheet. Light the candle. Read or sing the I'm Sorry song in an echoing manner: sing or read 1<sup>st</sup> line, children echo, repeat with each line.
7. You may ask an older child to proclaim the First Reading and/or the Responsorial Psalm. Please note, the Gospel reading should be proclaimed by the Catechist.
8. When the Usher notifies you it's time/almost time to return to church, wrap up the best you can. The children should form one line by the doorway. One Catechist leads the children back to church. The second Catechist walks in the back of the line to watch over the children.
9. If you return early to church, have the children wait quietly in the narthex until the assembly is seated for the collection. Children have a difficult time finding their parents when adults are standing. If you return late to church, please wait quietly in the narthex until after the offertory gifts are presented to Fr. Godfrey/presider at the altar out of respect for the sacredness of the liturgy.
10. *Children are not allowed to use the restrooms during CLOW.* Children may use the restroom when the whole group returns to church. One Catechist must stay in the narthex to watch over the children using the restroom. The second Catechist guides the children back into church.
11. After all the children have safely returned to their pews, please make sure the candle in CLOW room has been snuffed. You can then be seated in your pew.

**THANK YOU** for sharing your faith, time and talents!!!