

PHASE ONE

REGATHERING PROCESS - LITURGICAL GUIDELINES ST. PIUS X PARISH

June 4, 2020

Dear Parishioners,

*With great joy I am happy to announce that Bishop Joensen has just given his permission for parishes in Polk County to begin “**Phase One**” of our regathering process for the celebration of weekday Masses. Our parish will begin weekday celebrations on **Monday, June 15, 2020**.*

Phase One allows us to celebrate weekday Masses and other sacraments – following specific diocesan and parish social distancing and safety protocols. Weekend (Sunday) Masses will begin in Phase Two, hopefully a few weeks later. Other non-liturgical parish gatherings (dinners, receptions, group activities, etc.) remain suspended until Phase Three.

The following guidelines come from the Diocese of Des Moines and have been appropriately adapted to our parish community here at St. Pius X Parish.

I would ask for your continued patience, flexibility, and understanding in complying with these guidelines. We seek to ensure as safe and prayerful worship environment as possible under these circumstances.

God Bless You All,

~ Rev. David P. Fleming

GENERAL INFORMATION

1. All the faithful remain dispensed from the obligation to attend Sunday Mass until further notice and are dispensed of their Easter Duty for 2020.
2. Those who have been in contact with the virus, exposed to the virus, or shown symptoms at any time in the previous 14 days are to stay home. It is preferable and prudent to ask parishioners to take their temperature at home prior to coming to Mass.
3. The parish will continue livestreaming the Sunday Mass.
4. Our Baptismal Holy Water Font will remain empty until further notice. A new Holy Water dispenser/receptacle is available for people to fill-up empty Holy Water bottles for their personal use.
5. Hand sanitizer will be made available to the faithful.
6. Everyone is encouraged to wash their hands thoroughly before Mass. People should refrain from any handshakes, close physical contact, or acceptance of materials from others outside their immediate household.
7. Social Distancing: People should refrain from close physical socializing before and after Masses.

8. **Masks:**

- The faithful aged five (5) and above are strongly encouraged to wear a mask at Church and during the Mass, except for the brief moment of receiving Holy Communion.
- Please bring your own personal mask with you from home.
- If someone forgets their mask, extra ones can be made available for parishioners as they arrive. Greeters will assist those in need.
- All assigned parish ushers, greeters, and volunteers are required to make use of masks.
- Priests and other ministers will wear masks to distribute Holy Communion.

NB: When this document refers to masks - medical masks, cloth face coverings, or face shields are all implied as sufficient.

RESERVING YOUR SEAT FOR WEEKDAY MASS

1. The pews are sectioned off to achieve the six foot perimeter in all directions.
2. With social distancing in place, we have a maximum of forty (40) pews - of different sizes - available for seating.
3. Our main church worship space can accommodate a limited number of households. A "household" refers to the number of people living at one particular residence or address. It may be comprised of only one person or several.
4. Only members of a single household may sit together in the same pew/row.
5. Every household unit (individual/group) must maintain a six foot perimeter around them.
6. *For example:* the maximum seating capacity for our church when filled with households of only one singular individual each is 74 people.
7. To avoid congregations larger than allowed, each household must register to designate which Mass they will attend and the number of people attending.
 - a. **Telephone Reservation:** If you do not have computer/email access, you may call the parish office to reserve your seat for Mass no earlier than one week in advance. Be prepared to provide the following information:
 - 1) Which daily Mass you want to attend (date)
 - 2) How many people from your household are attending
 - 3) Your name
 - 4) Phone Number
 - 5) Any special needs – wheelchair accessible seating, low-gluten host, other?

- b. **Online Reservation:** For those with computer/email access - An email will be sent to you each Monday with the link for the following week's daily Masses.
- 1) Click on the link
 - 2) Scroll to where it lists '**Sessions**' (it should have a list of each daily mass)
 - 3) Find the daily mass you want to attend and click the '**Select**' button
 - 4) A '**Tickets**' section will appear on your screen; IN THE QUANTITY BOX, enter the number of people who will be attending Mass
 - 5) Click '**Next**'
 - 6) In the box provided, enter any special needs you might have - wheelchair accessible seating, low-gluten host, other? When you are finished entering special needs or if none, click '**Next**'
 - 7) Please fill in the boxes denoted with a red asterisk (*) – your email address is used only to send you confirmation of your registration
 - 8) If you need to change something – look at the 'Your Cart' summary
 - a) You can click on the '**X-Remove**' link and it will delete your booking and you can start over, or
 - b) You can click on the '**Buy More Tickets**' link if you need to register for more seats.
 - 9) If everything is ok, click on '**Purchase**'
 - 10) A summary of your registration will be displayed and you can click on the Tickets button to print your ticket(s), and/or
 - 11) You will also receive a confirmation email, which will also contain a link where you can print your tickets (or just display them on your cellphone).
8. When you arrive for Mass, you will check in with our greeter inside the door and be directed to an usher who will escort you to your seat.
9. The signup for the week of **June 15-19, 2020** will be emailed to you on **Monday, June 8.**
10. **Phase One Weekday Mass Schedule:** (*Beginning on Monday, June 15, 2020*)
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|-----------|-------------------------|
| Monday | 8:00am |
| Tuesday | 6:00pm ~ <i>evening</i> |
| Wednesday | 8:00am |
| Thursday | 6:00pm ~ <i>evening</i> |
| Friday | 8:00am |

ARRIVING FOR MASS

1. All seating will be assigned based upon the parishioner's reservation made on line or by phone.
2. In order to have adequate time to clean in-between Masses, people should enter the church building ***no more than 30 minutes*** before Mass time.
3. All attendees should be in their seats ***at least five minutes before Mass begins***. People might not be admitted to the building after Mass has begun.
4. There will be a container at the interior entrance of the church for the faithful to place offerings in as they arrive.
5. Ushers and Greeters will assist with the movement in and out of the Church.
6. Wherever possible, doors will be held or propped open to prevent touching door handles.
7. No one will get to select their specific seat or place in church.
8. Those with special needs will be accommodated.
9. Greeters will welcome parishioners and guests at the interior church entrances. They will check for the parishioner's seating reservation.
10. Everyone will be personally ushered to their pre-assigned pew.
11. A six feet social distance must be maintained between one household unit and another (individual or group).
12. Juvenile altar servers will not be used. We will only use a single Lector per Mass.

MISSALETTES

1. To minimize the spreading of the virus, the missalettes, hymnals, and worship aids have been removed from church and will not be used.
2. As per usual, there will generally be no singing during weekday Masses.
3. The Scripture Readings will not be printed. If you want to follow along with the readings and prayers, you are welcome to bring your own printed publication (e.g., Magnificat), daily missal, or mobile app/electronic device to do so.

OFFERTORY AND COLLECTION:

1. The Offertory Procession is suspended. The gifts will be prepared at the altar.
2. No basket, either on pole or in hand, will be passed among the faithful.
3. There will be a container near the entrance for the faithful to place offerings in as they arrive.
4. Likewise, everyone may make their offering online or via electronic bank-to-bank transfer.

SIGN OF PEACE

The physical exchange of the Sign of Peace between people of different households remains suspended. The Sign of Peace may be acknowledged or offered by a simple bow of the head.

DISTRIBUTION OF HOLY COMMUNION:

1. Communion Ministers:

- a. Communion ministers must wash their hands before Mass.
- b. They will use sanitizer before they personally receive Holy Communion and have not yet distributed Holy Communion.
- c. Communion ministers should be those of 'non-risk' age and without pre-existing health concerns.
- d. Communion ministers will use sanitizer again at the conclusion of the distribution of Holy Communion.
- e. Communion ministers will use a mask or face covering when ministering Holy Communion.
- f. Communion ministers will have access to either a sanitizing solution or a disinfectant wipe to sanitize fingers during the distribution of communion when contact is made with someone else's hands or mouth.
- g. At all times proper reverence must be shown to the Blessed Sacrament: Communion ministers--including clergy--are not permitted to wear gloves

2. The Communion Procession Line:

- a. Six feet separation must be maintained between household units (singular individuals or family groups). Ushers will assist people in keeping with social distancing guidelines.
- b. Ushers will individually dismiss pews for communion and not form a line per se.
- c. The floors will be marked to indicate the proper distancing between individuals.

3. Communion on the Hand or on the Tongue:

- a. Bishop Joensen strongly urges and requests that the faithful only receive Holy Communion on the hand.
- b. If someone wishes to receive Holy Communion on the tongue, they should go to only the priest and must wait until the end of communion procession.
- c. The Priest will sanitize his fingers after each person who receives on the tongue.

4. **Receiving Communion.** When approaching communion, the faithful are to:
 - a. Make a gesture of reverence – (ex: Bow of the Head)
 - b. Respond with the usual “Amen”
 - c. If wearing a mask, lower it to receive Communion
 - d. Place their hands out in the usual manner
 - e. Receive the Host
 - f. Step to the side six feet (as indicated by the floor markings)
 - g. Place the Host in their mouth
 - h. Pull their mask back up
 - i. Make the Sign of the Cross.
 - j. Return to their pew.

***NB:** The consecrated Host must **NOT** be taken back to the pew to be consumed.*

5. Distribution from the chalice to the assembly is absolutely forbidden.
6. For those with extreme gluten intolerance, please consult the priest before Mass about receiving a low-gluten Host or the Precious Blood from a special communion cup.

AFTER MASS

1. Ushers will dismiss people from their pews to stagger movement out of the Church and to maintain the six foot distance between household units.
2. Bulletins will be available for pick-up at the entrances of the church and at the outside literature containers.
3. As mentioned, an offertory container near the baptismal font can be used for parishioners to drop envelopes/contributions as they leave.
4. If possible, clergy will only greet parishioners from a six foot distance after Mass.
5. No one should shake hands, exchange hugs, or in any way make physical contact with others outside their immediate household.
6. There are to be no receptions, socials, or ‘coffee/doughnuts’ after Mass.
7. The worship space, pews, door handles, stair rails, and bathrooms will be cleaned and disinfected prior to the next Mass, using the directives provided by the diocese.