

## Hospitality Minister - Reopening guidelines

THANK YOU for offering to serve in this ministry as we all learn how to come back together as a faith family in a safe and reverent way. If you are in a high risk age group, have underlying health concerns, have compromised immune systems, or are uncomfortable returning to Mass at this time, we are asking you to stay home for your own health and safety.

This sheet should provide you with some “cliff notes” on what the requirements are and how you can be most helpful. Our main focus, other than the liturgy!, is to maximize the possibility for people to maintain social distance and eliminate the need to touch anything unnecessarily, as much as possible. To that end, we have already:

- Removed all hymnals, pamphlets, flyers, etc. from all church spaces
- Printed limited number of bulletins for those that cannot access it online, and have placed them in baskets at each entrance. **PLEASE DO NOT HAND THEM OUT. Please put the baskets out during the Mass so no one takes one before Mass to their pew.**
- Emptied the Holy Water stoups and Baptismal font
- Blocked off select pews to maintain adequate social distance between people. Choir loft is NOT available.

### Upon your arrival –

- Your facemask should already be on as you enter church. Once Mass is underway, and you can maintain a 6ft. social distance, you may remove your mask. Then, you must replace it at the end of Mass, as you are ushering people out one pew at a time.
- Sanitize your hands
- Prop outside doors open so as to eliminate the need for anyone to touch them to open/close. **Only the narthex/main doors will be used for the general congregation to ENTER the church, the East door will be for handicap accessibility. The west door will be used as an EXIT only, at the conclusion of Mass.**
- Insure there is a bottle of hand sanitizer at each door (they should be there already). Keep your hands sanitized.

### Parish Seating/Mass -

- Seating is on a first come/first served basis. **No one may enter the church without a mask on. There will be individually wrapped masks available in the rare case that someone forgets one.** (clipped on the sign board)
- Ask everyone to note the safety sign and sanitize their hands.
- **EVERYONE must be seated by a hospitality minister** so as to insure proper spacing. Parishioners must wait until a minister is available to seat them. It is critical that they are not congregating in the narthex so, ministers need to move quickly to keep the flow going.
- You need to maintain safe distancing of 6 feet in the pews, with families staying together. If you cannot maintain 6 feet between a family and the next individual(s), then, you must seat them in the next open pew. Examples of possible seating arrangements are attached. **DO NOT REMOVE THE BLACK BANDS. THOSE PEWS ARE NOT TO BE USED.**
- **There will be NO congregational singing.**
- **There will be NO Offertory collection.** Containers have been placed at each door to allow parishioners to drop their own offering into the bowl. The drop safe is also still in place in the East entrance.

## **After Mass -**

- Parishioners must remain in their seats until a Hospitality Minister releases their pew. Then, while maintaining social distancing, they can head to one of the 4 Holy Communion stations: East/West doors, 2 in Narthex
- Take the Offerings containers from the 3 doors and put all donations in the drop safe inside the east church door. (not the sacristy safe)
- Quickly check that nothing is left behind in any pews.
- Darrel Newman and his cleaning service will be coming in immediately at the conclusion of Mass to spray disinfect the church. Please be aware of this.

Again, THANK YOU for your ministry!!! And, WELCOME BACK!

## Seating examples