

## Usher Responsibilities during Pandemic

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### Usher Responsibilities during Pandemic St Elizabeth/St Leonard's

- ✓ Ensure the collection Basket is placed on table at entrance to the church.
- ✓ Ensure hand sanitizer containers have sufficient liquid to serve the Mass and are available.
- ✓ Doors are to be propped open.
- ✓ Ensure windows are open for ventilation.
- ✓ Must wear Face Masks during all support functions, seating, communion, releasing people at end of Mass.
- ✓ All Ushers must sanitize their hands before and after Mass.
- ✓ Must not shake hands or offer an embrace to those gathering.
- ✓ Encourage the use of hand sanitizer when people enter or exit the church.
- ✓ Help seat people or direct them to the available pews - must maintain physical distancing of six (6) feet.
- ✓ Assist with indicating when people would enter the procession for the reception of Holy Communion. The line should be single file in middle of main aisle with 6 foot spacing.
- ✓ Release People by pew at end of Mass, beginning with the back pew.
- ✓ Encourage people to leave the church immediately no gathering before or after Mass.

#### Notes:

1. We ask that you be there 30 minutes before Mass to ensure we are ready to support our Parishioners. If you are unable to make the times you have committed to please find a substitute, we are required to have ushers at every Mass including daily Mass.
2. No gifts will be presented at the offertory
3. No collection during Mass
4. Please read and be aware of parishioner guidelines.