

## **#52 UPDATE: GENERAL LITURGICAL GUIDELINES**

## **COVID-19 Implications for the Catholic Archdiocese of Melbourne**

Information Updated: 26 October 2021, 5:00pm

The following Guidelines are approved by Most Rev Peter A Comensoli, Archbishop of Melbourne, to assist Clergy and Faithful with questions pertaining to specific areas of liturgy and ministry in the Archdiocese of Melbourne during this time of the COVID-19 pandemic.

The restrictions in place are compulsory as issued under lawful direction of the Chief Health Officer of Victoria, where a State of Emergency remains in place until 16 December 2021.

As of 6:00pm Friday 29 October 2021, the following measures will be applied across Victoria. Regional Victoria and Metropolitan Melbourne will unite in the Roadmap and share the same restrictions. These will be in place until otherwise advised, and except where particular LGAs might be placed under different restrictions for limited periods of time.

	VICTORIA
Curfew	No Curfew
Face Coverings	Required indoors only  Must be worn indoors by Victorians aged 12 years or over except if at home, or if an exception applies. Recommended that primary school aged children also wear face coverings indoors.
Vaccinations	<ul> <li>A person is considered fully vaccinated against COVID-19 for the purposes of attending a Place of Worship if they:         <ul> <li>have received both doses of the COVID-19 vaccine, or</li> <li>have a valid medical exemption to COVID-19 vaccination issued by an authorised medical practitioner, or</li> <li>are aged under 16.</li> </ul> </li> <li>If a person can show evidence of any of the above, they can enter as fully vaccinated. If they can't show evidence of any of the above, they are not considered as fully vaccinated and may only participate in groups allowing for 'unknown vaccination status.'</li> <li>[At this stage of the Roadmap, children under 16 years of age are permitted to be included in the fully vaccinated group, accompanied by their parents (also fully vaccinated). It should be noted that Victoria's vaccination requirements are flagged to expand to include children aged 12 and over once the 90 per cent milestone is reached around November 24. We will be seeking further clarity on this issue.]</li> </ul>

Religious Gatherings	
	Fully Vaccinated:
and	Indoors DQ4.
Ceremonies	Outdoors DQ2.
	Cap of 500.
	Unknown Vaccination Status:
	Indoors & Outdoors cap of 30. DQ4.
	indoors & Outdoors cap or 50. DQ 1.
	Children under 12 months old are not counted towards caps.
	The Archbishop has indicated that at least one (if not more) 'Unknown Vaccination Status' Masses should be offered in each Parish per week to enable the faithful to attend. Separate liturgies of 'unknown vaccination status' should also be considered for families of children receiving first Sacraments where one or both of the parents are not fully vaccinated.
Funerals	Fully vaccinated:
	Indoors DQ4.
	Outdoors DQ2.
	Cap of 500.
	(caps not inclusive of those necessary to conduct funeral)
	(caps not inclusive of those necessary to conduct funeral)
	Unknown Vaccination Status:
	Indoors & Outdoors cap of 30 mourners. DQ4.
	(caps not inclusive of those necessary to conduct funeral)
	Children under 12 months old are not counted towards caps.
	Refer to email sent to Parishes and Clergy 18 August 2021. Pall Bearers must be from the permitted number of mourners or from the Funeral Service provider.
Weddings	Fully vaccinated:
vv eddings	Indoors DQ4.
	Outdoors DQ2.
	Cap of 500.
	Cap 01 300.
	Unknown Vaccination Status:
	Indoors & Outdoors cap of 30 people per wedding. DQ4.
	(caps not inclusive of the marrying couple plus those necessary to
	conduct wedding)
	33.1.2.2.
	Children under 12 months old are not counted towards caps.
Community (Parish)	Fully vaccinated only:
Facilities	Indoors DQ4.
	Outdoors DQ2.
	Cap of 500.
Leaving Home	
<b>J</b>	•
Private Gatherings in	
the home	
Public Gatherings	
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	Cap of 500.  No Stay-at-Home requirement. Intrastate travel permitted.  Permitted for up to 10 visitors per day, including dependents. Vaccination is strongly recommended.  Permitted for up to 30 people outdoors, including dependents.

Care Facility Visitors	Up to 5 visitors per resident per day (dependants included). Strongly
	recommend that all residents and visitors are fully vaccinated (subject
	to facility Guidelines).
Hospital Visitors	Refer to each Facility
Work	Go to work if you are fully vaccinated or work from home.
	DQ2 for areas non-accessible to public.
	Face coverings must be worn indoors in workplaces.

Under no circumstances should anyone awaiting a COVID-19 test verification, including Clergy (even without presenting symptoms) attend a church or parish setting until a diagnosis is confirmed. Additionally, under no circumstances should anyone attend who is closely connected to people who are awaiting test results or who have tested positive.

#### **VICTORIA**

We welcome the opening up of our places of worship and opportunities for gathering but remain mindful and respectful that many in our community remain feeling cautious and anxious, and that our communities still cannot gather fully and united as they would wish.

For the time being, all Catholics in Melbourne continue to be dispensed from the obligation to attend Sunday Mass until further directed by the Archbishop. We continue to carry the happy obligation to keep Sunday holy, whether we can attend Mass or not, and can do so by any kind of prayer with members of our household and parish, reading holy scripture, and encouraging one another in our faith. Prayerfully participating in online Mass continues to be a great source of comfort on Sundays.

Places of	In Victoria, Places of Worship may welcome
Worship and	Fully Vaccinated - Indoors DQ4 - Outdoors DQ2 - Cap of 500.
Religious Gatherings	<ul> <li>Unknown Vaccination Status - Indoors &amp; Outdoors cap of 30. DQ4.</li> <li>Children under 12 months old are not counted towards caps.</li> </ul>
	A COVID Check-in Marshal must be present. For role of a
	Marshal please visit: https://www.coronavirus.vic.gov.au/covid-check-in-marshals
	Places of worship must use electronic record keeping through the Victoria Services QR App.
	<ul> <li>Proof of vaccination, or vaccination exemption, status to be sighted via the Victoria Services App (Tick indicator). Vaccination Exemptions can be linked to your Victoria Services App.</li> </ul>
	<ul> <li>For those with hard copy certificates, record should be taken of Name, Contact and Acknowledgement of vaccination proof or vaccination exemption. This record must be kept securely for 28 days.</li> </ul>
	<ul> <li>Bookings systems – such as Trybooking or Genius, are recommended to assist in monitoring permitted numbers.</li> </ul>
	Face coverings must be worn indoors.
	Hygiene precautions must be maintained at all times.
	Parishes should update and have their COVID-safe plans available.
General	These Liturgical Guidelines are intended to assist Clergy and faithful in the
Liturgical	reverent and joyful celebration of Holy Mass while maintaining the health
Guidelines	and safety precautions offered through health and government authorities.
	It is by carefully observing the directives and precautions outlined in this
	document that the celebration of Mass, even with continued limitations of

restrictions, can take place prudently. We look forward to gathering together with all our people to safely celebrate the Eucharistic Sacrifice, but in the meantime, we will follow these guidelines with diligence, using common sense and respect for others.

#### **FACE COVERINGS and SANITISING**

- Face coverings must be worn indoors. It is recommended that Primary School aged children wear face coverings indoors where possible.
- Sanitiser must continue to be used regularly throughout Liturgies, and celebrants must visibly sanitise before and after the distribution of Holy Communion.
- For Clergy: A reminder that face coverings must be worn as you
  enter for Mass. They may be removed during the celebration of
  Mass but are to be placed back on for the distribution of Holy
  Communion and at the conclusion of Mass as you process out.

**SINGING** (see reference further below)

#### LITURGY OF THE WORD

- All participants must wear a face covering when indoors at all times and unless under 12years of age or have a lawful reason not to.
- The reader may lower his/her face covering for the readings. This applies as well for the Universal Prayer.
- This same direction is extended for a cantor (or singers where further numbers permit): when the cantor is singing, the face covering may be lowered. It must be worn at all other times.

#### LITURGY OF THE EUCHARIST

- The hosts to be consecrated for the faithful should be placed on a separate Paten (or Ciborium) to the Paten holding the host that the priest will consume.
- All concelebrating priests must intinct, thereby receiving the Body and Blood of Jesus Christ.

## **HOLY COMMUNION**

The following information is designed to allow for the distribution of Holy Communion at Mass in a safe manner for both ministers and communicants. All liturgical norms that govern the ordinary distribution of Holy Communion are observed in these norms, preserving the integrity of the celebration and distribution of the Eucharist.

Receiving Our Lord in the areas where we may now gather is a moment of great significance and of personal intimacy with Jesus, and the Church wants to ensure it is done with dignity and respect.

The Sacrament may be received without restriction both on the tongue and in the hand at the decision of the person who is distributing Holy Communion. The Archbishop leaves it to each minister distributing the Sacrament to determine whether they feel comfortable doing so on the tongue at this stage. Everyone is asked to be patient – we have a number of clergy and people who are in a high-risk category for their health due to

age or other factors, so the lifting of this provision is subject to the minister in each circumstance. Ministers are asked to show care and regard for communicants, most of whom have not been at Mass in any regular way for most of the year.

The following directions are recommended:

## The Priest or (minister) and Communicant.

Face Coverings are to be worn for the distribution of Holy Communion.

- Communicants are only to receive the Host, there is to be no sharing of the Chalice.
- Instructions on receiving Holy Communion should be given to communicants at the time of the Fraction Rite.
- Minister sanitises hands before beginning distribution.
- Each communicant comes forward to a place approximately 1.5
  metres away from the minister and removes one side of their face
  covering and sanitises their hands at a sanitation station provided
  nearby.
- The communicant then enters into dialogue with the minister: "Body of Christ"; "Amen." from the 1.5 metre distance.
- Minister places the host slightly above the outstretched and flat hands of the communicant who receives the Blessed Sacrament then steps to the side to place the host on their tongue.
- The communicant replaces their face covering and returns to their seat
- During the distribution of Communion, if the minister makes
  physical contact with the communicant, the minister will be
  required to sanitise his hand thoroughly. For such sanitisation to be
  possible, a table with hand sanitiser should also be placed in
  proximity to the minister distributing Communion.
- Minister must sanitise their hands after completing distribution.
- Those receiving Holy Communion on the tongue should be requested to present last. It is advised that sanitation take place between each communicant in this instance.

## Singing

Singing is permitted under certain conditions:

- Face coverings must be worn by the congregation when singing indoors at all times. This will create difficulties for singing, and congregants should be encouraged to either refrain from singing, or to do so softly.
- Face coverings must be worn by cantors or choirs indoors.

  They may be removed during the period of singing but must be replaced and worn otherwise.

Further recommendations when singing can take place include:

- Singing in a well-ventilated room (with windows open).
- Physical distancing of at least 2 metres between each person while singing.
- Short performances (of less than an hour).
- Singing softly.
- Fans, free standing or ceiling, are not recommended for use in enclosed indoor spaces for singing.

Private Worship	Places of worship may be open for private worship.
Trivate vvorsnip	<ul> <li>Due to current vaccination requirements, set times should be established for private worship clearly indicating whether the time allocated is for fully vaccinated or 'unknown vaccination' status groups.</li> <li>Covid Marshal's must be present to monitor numbers, assist with QR Code registrations and sight vaccination status.</li> <li>Face coverings must be worn by anyone attending indoor prayer.</li> <li>Number caps for general worship according to vaccination group status, along with density quotients, must be adhered to, as well as distancing, hygiene precautions. All factors should form part of the parish COVIDsafe plans.</li> <li>Note record keeping requirements below.</li> </ul>
Record Keeping	All venues for faith organisations, must apply the appropriate density quotient rule and use electronic record keeping through the free Victorian Services App.  A Covid Marshal must be present at worship, prayer services and parish meetings etc to assist with registrations and vaccination monitoring.  Proof of vaccination, or exemption from, records must be kept for those who do not use the Victoria Services App, including Name, Contact, and Vaccination status. These records must be kept securely for 28 days.
Signage	Where a Place of Worship has a publicly accessible space, faith organisations must display signage at each public entry to each indoor and outdoor space, indicating maximum capacity, COVIDSafe hygiene and physical distancing requirements.  Signage at entrances should indicate if the current service being held is for Vaccinated or Unknown Vaccinated participants.
Cleaning	Faith organisations should ensure shared spaces and public spaces are cleaned with disinfectant regularly, with high touch surfaces cleaned twice each day. Shared equipment should be cleaned between uses.  • Reusable and communal resources such as service sheets, religious texts, etc. may be used but must be cleaned between uses. It is recommended that single use print outs be used, or people should be encouraged to bring their own items of significance.  • Devotional items may be left in place but must be venerated in ways that do not involve touching or kissing them (such as by bowing or other faith appropriate action).
Weddings	In Victoria, Places of Worship may welcome  Fully Vaccinated - Indoors DQ4 - Outdoors DQ2 - Cap of 500.  Unknown Vaccination Status - Indoors & Outdoors cap of 30. DQ4.  Children under 12 months old are not counted towards caps.  Caps not inclusive of marrying couple plus those necessary to conduct wedding.

- A COVID Check-In Marshal must be present. For role of a Marshal please visit: https://www.coronavirus.vic.gov.au/covidcheck-in-marshals
- Places of worship must use electronic record keeping through the Victoria Services QR Services App.
- Proof of vaccination, or vaccination exemption, status to be sighted via the Victoria Services App (Tick indicator). Vaccination Exemptions can be linked to your Victoria Services App.
- For those with hard copy certificates, record should be taken of Name, Contact and Acknowledgement of vaccination proof or vaccination exemption. This record must be kept securely for 28 days.
- Booking systems such as Trybooking or Genius, are recommended to assist in monitoring permitted numbers.
- Face coverings must be worn by all participants indoors, except the Bride and Groom who do not need to wear face coverings during the ceremony.
- Face coverings can be removed for photos, but people must be encouraged to stay 1.5m away from others. Face coverings do not need to be worn outside.
- Hygiene precautions must be maintained throughout.
- A photographer is not counted as a guest under the wedding gathering limits. There is no limit on the number of photographers or videographers for each wedding.
- Following a wedding, the church must be cleaned.

#### **Funerals**

In Victoria, Places of Worship may welcome.... Fully Vaccinated - Indoor DQ4 - Outdoor DQ2 - Cap of 500. Unknown Vaccination Status - Indoors & Outdoors cap of 30. DQ4.

- Children under 12 months old are not counted towards caps.
- Caps not inclusive of those necessary to conduct the funeral.
- A COVID Check-In Marshal must be present. For role of a Marshal please visit: https://www.coronavirus.vic.gov.au/covidcheck-in-marshals
- Places of worship must use electronic record keeping through the Victoria Services QR Services App.
- Proof of vaccination, or vaccination exemption, status to be sighted via the Victoria Services App (Tick indicator). Vaccination Exemptions can be linked to your Victoria Services App.
- For those with hard copy certificates, record should be taken of Name, Contact and Acknowledgement of vaccination proof or vaccination exemption. This record must be kept securely for 28 days.
- Booking systems such as Trybooking or Genius, are recommended to assist in monitoring permitted numbers.

Refer to email sent to Parishes and Clergy 18 August 2021 confirming that Pall Bearers must either be part of the permitted number cap or be provided by the Funeral Service provider.

- Face coverings must be worn indoors by all participants including those conducting the funeral and any technicians or musicians.
- Hygiene precautions must be maintained throughout.

# Permission is granted to hold the funeral liturgy in a funeral parlour if the family so wish. This is to be a Funeral Service and not a Funeral Mass. Following a funeral, the church must be cleaned. Baptisms may be celebrated under the latest indoor and outdoor **Baptisms** Religious Gatherings and Ceremonies limits for Victoria Gatherings must adhere to the vaccination status guidelines. All participants must wear a face covering when indoors at all times, unless under 12 years of age or have a lawful reason not to. It is recommended that Primary School aged children wear face coverings. Face coverings can be removed for photos. Baptism by immersion or baptisms using already blessed water are to be avoided. Fresh water is to be used in every individual instance of baptism, and immediately drained afterwards. Fresh water is blessed and used for each baptism. The child to be baptised is held by the parents throughout. The welcoming blessing of the child is done by the priest without physical contact with the child. The two anointings are done using single-use cotton buds. The water is poured by the priest on the head of the child from The dressing of the child in a white garment is done by the parents. The lighting of the candle is done by the person holding the candle. A COVID Check-In Marshal must be present. For role of a Marshal please visit: https://www.coronavirus.vic.gov.au/covidcheck-in-marshals Places of worship must use electronic record keeping through the Victoria Services QR Services App. Proof of vaccination, or vaccination exemption, status to be sighted via the Victoria Services App (Tick indicator). Vaccination Exemptions can be linked to your Victoria Services App. For those with hard copy certificates, record should be taken of Name, Contact and Acknowledgement of vaccination proof or vaccination exemption. This record must be kept securely for 28 days. Booking systems - such as Trybooking or Genius, are recommended to assist in monitoring permitted numbers. Hygiene precautions must be maintained throughout Following a Baptism indoors, the church must be cleaned. Reconciliation may be celebrated in line with all applicable **Penance** vaccination, density, distancing, and hygiene regulations.

- Management of times and appropriate cap numbers should enable the Sacrament to be available for all people (vaccinated or unknown vaccination status). Clear signage indicating this is essential
- To enable privacy for people attending the Sacrament, consideration should be given for Penance to be offered during particular times either before or after Mass, or set times of Private

- worship, so that Check-in doesn't intrude on the private nature of attendance.
- Face coverings must be worn indoors at all times.
- If there arises an urgent need to impart sacramental absolution to several people together out of grave necessity (eg. to a group of persons in a hospital setting who are dying from Coronavirus), then permission is to be sought from the Regional Vicar. The provisions of Cans.961 and 962 are to be met and applied for validity.
- A COVID Check-In Marshal must be present. For role of a Marshal please visit: <a href="https://www.coronavirus.vic.gov.au/covid-check-in-marshals">https://www.coronavirus.vic.gov.au/covid-check-in-marshals</a>
- Places of worship must use electronic record keeping through the Victoria Services QR Services App.
- Proof of vaccination, or vaccination exemption, status to be sighted via the Victoria Services App (Tick indicator). Vaccination Exemptions can be linked to your Victoria Services App.
- For those with hard copy certificates, record should be taken of Name, Contact and Acknowledgement of vaccination proof or vaccination exemption. This record must be kept securely for 28 days.

#### **Confirmations**

Confirmations may be celebrated in line with all applicable vaccination, density, distancing, and hygiene regulations.

[It is important to note that Vaccination status applies to everyone present. If a person over 16 years of age is of unknown status, then the permissible numbers are reduced to 30 indoors.]

- In consultation with the Auxiliary Bishop or Regional Vicar, parish priests are delegated to determine locally whether Confirmation will be conferred within Mass or without Mass.
- Locations for consideration include: inside the parish church (according to permitted numbers); outside the parish church (provided due reverence can be observed); or in a suitably prepared and decorated school hall according to the allowable guidelines of the school community.
- Each local community can determine the days and times most suitable for their celebrations. The Office of the Vicar General is to be kept informed of the schedule.
- In consultation with the Regional Vicar, in parishes with large numbers of candidates, a parish priest may enlist another parish priest from a neighbouring parish to assist with some sessions.
- When possible, pastors should provide live-streaming services of the celebration of the Order of Confirmation. This will offer the Confirmandi and families happy memories about this important celebration.

#### B. The Celebration

- The Sacrament is to be celebrated using the approved Rite of Confirmation (within Mass or Outside of Mass).
- All participants, including the celebrant, must wear face coverings unless they are under 12 years of age or have a lawful reason not to.
- Conduct all standard protocols for preparing and sanitising the liturgical space before and after the celebration.

- The Priest is to follow the health and safety guidelines enumerated in the Archdiocesan guidelines for the celebration of the Mass.
- Prior to the start of the liturgy, a small table should be placed appropriately that would hold the Sacred Chrism, a purificator, sufficient cotton swabs (I for each candidate), and an empty container (with a lid) to act as a receptacle for the disposal of the swab.
- The Priest, the candidate for Confirmation (if over the age of 12), and the proxy sponsor/sponsor are to wear a face covering throughout the sacramental action.

## C. Gestures during Confirmation

## The Laying on of Hands:

This is to take place by a gesture of extending your hands over and above the heads of the group of candidates to be confirmed, as the Prayer of Confirmation is said. There is to be no physical contact with anyone to be confirmed.

## Anointing with Chrism:

- The Sacred Chrism to be used during the Sacrament should be poured into a separate vessel than the one in which the Chrism is kept. The vessel must be sanitised properly before use.
- The Priest is to sanitise his hands prior to the anointing with Chrism.
- A single-use cotton swab, dipped into the Chrism, must be used to anoint. There is to be no physical contact with the one being anointed. The tip of the cotton swab is used to anoint on the forehead. The cotton bud is to be immediately disposed of after each single use in the container provided. A new cotton bud is to be used for each person to be anointed.
- The Priest should use sanitiser as often as needed.
- Any leftover Chrism in the vessel should be disposed of in the liturgically proper manner. It should not be returned to the container in which the Chrism is usually stored.
- If needed, more Chrism can be obtained from the Cathedral in the usual way.

## Gesture of Peace:

The gesture of peace (e.g., handshake, the touching of the cheek), no longer envisaged in the current Ritual, is to be dispensed with entirely. The gesture is not to take place. The words of the exchange of peace, however, are still to be said.

## Other Actions:

All other gestures or symbolic actions involving physical contact or sharing are not permitted (e.g. lighting of candles; presenting of symbols for confirmation; issuing of certificates; etc.).

## Sponsor/s:

If the density quotient for a church does not allow large enough numbers to be present, it is encouraged that one proxy sponsor stand in the place of the sponsors for all the candidates to be confirmed in a single Liturgy. If adequate spacing and capacity allows, each candidate may have their individual sponsor present along with family. The sponsor is to remain near to the one to be confirmed, but no physical contact is to be made. The

sponsor is not to place their hand upon the shoulder of the one to be confirmed and must wear their face covering at all times unless they are a member of the household.

#### Other Considerations

- If pictures are requested by the Confirmandi for their families, it should be taken in a planned and orderly manner so as to observe physical distancing at all times.
- Simple gatherings after the celebration of Confirmation may take place and must follow the directives under Social Gatherings.
- When recording in the Register the name of the priest who has confirmed, note is to be made of the delegation granted by the Regional Vicar, if appropriate. The same applies in notifying the Parish of Baptism of the one confirmed. It is the Sponsor's name, not the name of the proxy sponsor that should be registered.

#### As with all current allowances:

A COVID Check-In Marshal must be present. For role of a Marshal please visit: <a href="https://www.coronavirus.vic.gov.au/covid-check-in-marshals">https://www.coronavirus.vic.gov.au/covid-check-in-marshals</a>

- Places of worship must use electronic record keeping through the Victoria Services QR Services App.
- Proof of vaccination, or vaccination exemption, status to be sighted via the Victoria Services App (Tick indicator). Vaccination Exemptions can be linked to your Victoria Services App.
- It is noted that those under 16 years of age are not required to produce proof of vaccination status.
- For those with hard copy certificates, record should be taken of Name, Contact and Acknowledgement of vaccination proof or vaccination exemption. This record must be kept securely for 28 days.
- Booking systems such as Trybooking or Genius, are recommended to assist in monitoring permitted numbers.

## Livestreaming

Technicians are included in the number limits and must adhere to density quotients and distancing and vaccination requirements. Face coverings must be worn indoors.

# Gathering on Church Sites

## Parish sites can welcome:

Fully vaccinated only: Indoors DQ4 - Outdoors DQ2 - Cap of 500.

If the facility is being used for an essential service (e.g. hosting a soup kitchen or food bank) then people attending aren't required to be vaccinated, as long as the patron cap does not exceed 10 per facility.

Mandatory QR Code entry and vaccination record keeping must be in place in line with other gatherings.

Food or drink may be served at such meetings or gatherings, **for example providing congregants with tea, coffee, and refreshments.** It is still recommended that single use items are used to serve food or drink, and that only designated people serve or distribute food or drinks. (For

	example, one designated person uses the urn to dispense hot water for tea, or one person serves food using tongs and gloves).
Public Gatherings in Public Spaces	In Victoria 30 people are permitted to gather, in public spaces, including dependents.  Vaccination is strongly recommended.  A public place means an area that everyone can access, for example a
	local park or the beach. Face coverings must be worn outdoors.
Home Visits	Home visits are permitted for up to 10 visitors per day, including dependents.  Vaccination is strongly recommended.
Hospitals or Care Facilities	Please refer to the Guidelines of each facility (particular Hospitals).  For Aged Care and support, up to 5 visitors per resident per day (dependants included). Strongly recommend that all residents and visitors are fully vaccinated (subject to facility Guidelines).  (Refer Govt Guidelines)
Ministering to COVID-19 Patients	Health officials will be able to guide what is possible and permissible.