

Saint John's Catholic Parish

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1st December 2016

Dear Ministers of Communion and Readers

Once again thank you for your generosity and for your ministry.

May I please take this opportunity to remind us of some recurrent topics.

1. If it is your turn to read but you cannot be there – please find a replacement. Only in extreme cases, if this proves impossible, please inform the priest that you are not able to be there by email or by leaving a message on the answering machine.
2. Please try to arrive at the church at least five minutes before Mass starts. You can either walk into the sacristy and tick your name off on the newsletter that is sitting on the bench, or let the priest know you have arrived.
3. All ministers of Communion and readers are required to have a current Working With Children Check or a VIT. Teachers please ensure a copy of your new VIT is lodged with the office. If you do not have a current Working With Children Check, we can give you instructions how this can be done. Please include the parish as an 'employer.' Please note that this has now become more urgent with the introduction of the Victorian Child Safe Standards legislation from 1st January 2017.
4. Dress code for ministers of Communion and readers: smart casual. Especially as summer approaches please note: no short skirts or short shorts, low cut tops, midriffs, singlets, narrow shoulder straps, rubber thongs. Straps need to cover the whole shoulder please.
5. For ministers of Communion: when you are giving out the chalice, please stand on the black carpet squares provided on each side of the sanctuary.

Thank you for your cooperation.

Fr. Mario

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