

## **Guidelines for Attending Masses, other Sacraments, Coming to the Church for Private Prayer & Visiting the Office**

The following guidelines are for all person attending Masses, other Sacraments, Coming to the church for private prayer, visiting the office or attending other events, ministries, gatherings or apostolates at Our Lady Queen of Peace R.C. Church in Branchville, New Jersey.

**Dispensation from Sundays and other Holy Days of Obligation:** Everyone should be aware that **the dispensation from the obligation to participate in Sunday and Holy Day Masses remains in effect until further notice.** Pope Boniface VIII's Rule of Law No. 6: "*Nemo potest ad impossibile obligari - No one can be obliged to the impossible.*" This means that the obligation to attend Mass is suspended, especially if you have any underlying health conditions, or your age makes you more vulnerable to COVID-19, then you are encouraged to stay home and continue participating in the Liturgy of the Mass through livestreaming or EWTN.

The following guidelines and policies are effective immediately: June 1, 2020.

### **General Guidelines**

1. On the property of Our Lady Queen of Peace R.C. Church, inside the Church or Office or Halls, at any gathering or event, a Mask must be worn at all times.
2. At all Liturgies, Events or other gatherings, people must be socially distanced by at least 6 feet.
3. Bathrooms are for emergency use only.
4. There is hand-sanitizer at both the entry door (main entry) and exit door (side egress). These doors are now only to function as entry: main, or exit: side. No one may enter through the side door. And, no one may exit through the main front entry.

### **Mass Times & Attendance**

1. To provide sufficient opportunity and a lack of crowding, Sunday Masses will be offered outdoors in the Don Hopkins field on Saturday's at 5 pm and Sundays at 10 am.
2. Daily Masses, Monday through Saturday, will be offered in the church at 8 am. No more than 60 persons may attend. Attendance will be determined on a first to arrive basis.

### **Daily Mass Policies (Inside the Church)**

1. The church will open at 7 am. No one is allowed into the church before this time. Entry into the church will be at the front main entry only.
2. When daily Mass ends, all people are asked to leave immediately by the side door.
3. The recitation of the Rosary and Chaplet of Divine Mercy is to occur outdoors after daily Mass.
4. The windows to the church are to remain open from 7 am and throughout the time of the celebration of the Mass to keep fresh air and to assist with keeping the area of the church disinfected.
5. After daily Mass there will be the need for at least three to five volunteers to disinfect the chairs. Volunteers, please contact Jenn Durso: office@olqpbranchville.org.
6. The Rows are currently marked closed, every other row. Only half of the rows of chairs are able to be sat in and each party must socially distance by at least six feet (6

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- ft). This means that between one party and the other party (where a party can be an entire family or a singular person) they must be at least two chair a part.
7. Maximum occupancy of the church nave is 60 persons, or 25%.
  8. There is no reservation of seats.
  9. There is currently no singing allowed at Masses celebrated indoors.
  10. Rows will be dismissed from Mass row-by-row. The entire congregation is not to leave at the same time. Thus, avoiding groupings at the door. Once dismissed, you must leave immediately.

### **Sunday Mass Policies**

1. By being outdoors (fresh air and UV light which kills the virus), socially distanced by a minimum of six feet (6 ft), and wearing face masks we should provide a safe, comfortable and yet communal celebration of the Mass.
2. Please enter the Don Hopkins field from the parking lot area north of the Queen of Peace Hall and, while keeping distanced, move all the way toward the pond to find your socially distanced spot for your party. A party could consist of a singular individual or entire family.
3. Mass will be celebrated at the northwest corner of the Queen of Peace Hall (former pavilion) facing out to the field and viewable by greater than 180°.
4. You and your families will be invited to sit in the field in lawn chairs or on beach blankets. Each family must keep a social distance of at least six feet between each other. Families should consider bringing sunscreen or bug repellent, as necessary.
5. Dismissal from Mass. Please wait until those seated closest to the parking lot leave first. This means those who arrive first and are nearest the pond are to wait until those who arrived last have left.
6. There will be collection baskets placed outside the Queen of Peace Hall by the entry to the Don Hopkins Field. Please deposit your weekly donation into the basket, or send your donation in by mail, or make your donation online:  
<https://giving.parishsoft.com/app/giving/our209221>.

### **Reception of Holy Communion**

1. Holy Communion will only be administered in the hand. We ask, while we know it is your right to receive on the tongue, that you receive on the hand, an equally ancient and patristic practice - See St. Cyril of Jerusalem, *Catecheses* V.22.
2. **Outdoor Masses:** People will be invited to come forward to Fr. Phil, Deacons Jayke or Vince while keeping a safe distance on the Communion line and wearing masks. Myself, Deacons Jayke and Vince will administer Holy Communion with face-masks and gloves on. The Blessed Sacrament will be placed on your hand, you will say "Amen" and then step to the right side of the Communion line, momentarily remove your mask, and reverently place the Eucharist into your mouth and make the Sign of the Cross. Then, re-affix your mask and return to your place in the field.
3. **Indoor Masses:** Row by row, people will be invited to come forward, while keeping a safe distance on the Communion line to receive Holy Communion. The Blessed Sacrament will be placed on your hand, you will say "Amen" and then step to the right side of the Communion line, momentarily remove your mask, and reverently

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place the Eucharist into your mouth and make the Sign of the Cross. Then, re-affix your mask and return to your place in the church.

### **Worship Aids**

1. There are to be no hymnals, booklets, or Mass cards in the church.
2. Our Music Director and CRE are tasked with providing a proper worship aid which will be sent to you as a pdf. via flocknote/email and which will also be available on the parish website: <https://olqpbranchville.org/worship-aid>.
3. If you print the worship aid as a hard copy, do not share and do not leave in the church or on church grounds.
4. Please, we prefer you keep this worship aid an electronic document. This is the most hygienic practice.

### **Liturgical Ministries**

1. The ministries of Reader, Altar Servers (Masters of Ceremony), Extraordinary Ministers of Holy Communion remain suspended until further notice.
2. The Choirs are likewise suspended until further notice.

### **Inclement Weather Policy Concerning Scheduled Outdoor Masses or Sacraments**

1. **In case of Inclement Weather on a Sunday:** we will open the church and both parish halls: Varricchio and Queen of Peace, so that we can maintain social distancing. The Mass will be live-streamed on Instagram for those who wish to stay home due to inclement weather (which we recommend you do), but also to provide the ability to simulcast the Mass on the TV's in both halls. Those 65+ or are vulnerable due to a serious pre-existent health issue will be in the church (60 maximum occupancy), while we ask everyone else to gather in the halls: Varricchio (15 maximum occupancy), Queen of Peace Hall (50 maximum occupancy). Since we will be indoors for Mass, each person will have their temperature taken before being allowed inside. Please make sure you arrive in a suitable amount of time.
2. **Confirmations:** If due to inclement weather the celebration of the Sacrament of Confirmation needs to be held indoors, it will be held in Queen of Peace Hall. Due to the occupancy limitations of 50 persons in the hall and there being approximately 104 people at each confirmation, we will need to create two additional ceremonies. Thus, at 11 am the first 12 confirmandi will be confirmed with their sponsors and parents present in the church. At 11:30, the next 12 confirmandi will be confirmed in Queen of Peace Hall. At 1 pm, the first 12 confirmandi will be confirmed in the church. And, at 1:30 the remaining confirmandi will be confirmed in the Queen of Peace Hall. Please pray for good weather!
3. **First Holy Communion:** If due to inclement weather the celebration of First Holy Communion needs to be held indoors, it will be held in the church. Due to this Sacrament being scheduled at the time of a Sunday Mass at 10 am, on Sunday, July 12, no one except the First Holy Communion families will be allowed into the church. Everyone else will have to gather, in accord with occupancy limits, in the parish halls or watch the Mass via livestream.
4. **RCIA – First Communion & Confirmation:** If due to inclement weather the celebration of the Sacraments of Initiation for RCIA candidates needs to be held indoors, it will be held

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in the church. Due to these Sacraments being scheduled at the time of a Sunday Mass at 10 am, on June 28, 2020, no one except the RCIA and those Teen Confirmation students who are so scheduled, may be allowed into the church. Everyone else will have to gather, in accord with occupancy limits, in the parish halls or watch the Mass via livestream.

### **Visiting the Office**

1. All visitors to the parish office are asked to schedule their visit in advance by contacting our Office Manager, Mrs. Jenn Durso, via email: [office@olqpbranchville.org](mailto:office@olqpbranchville.org).
2. Walk-ins are not welcome, unless it is a true spiritual emergency and one needs to meet with Fr. Phil or one of the deacons.
3. A Mask must be worn at all times and social distancing is to be followed.
4. The parish office will re-open on Friday, June 12, 2020 and our office hours are Monday through Friday from 9 am until 2 pm.

### **Other Events, Ministries or Apostolates on OLQP Grounds**

1. All other events, ministries or apostolates must first be approved by Fr. Phil Tangorra and must develop their own proper safety procedures and guidelines which must also be approved by Fr. Phil Tangorra.
2. Upon approval, all guidelines, procedures and policies must be strictly followed.

The entire pastoral staff of Our Lady Queen of Peace in Branchville, New Jersey thanks you in advance for your patience and cooperation in following the abovementioned guidelines and policies. Following these norms will keep us safe, restore comfort to the fearful and concerned, and lead us out of this unique time of pandemic and into a more “normal” experience of church.

Given: Branchville, New Jersey  
June 1, 2020