**Updated protocols for Phase #3**

**All those who assist has been reduced by half to help with social distancing and safety.**

1. **Acolytes**

• One acolyte serving (Acolyte and crucifer)

• One acolyte Gospel Procession/Recession (Christmas, Easter and Feast Days)

• Baskets for communion cups placed at ends of pews

• No acolyte for Vespers

• No Plate collection acolyte need not receive plates

1. **Greeters**

• One greeter will only hand out small print bulletins (Complete bulletins will be available on Feast Days and holidays) Greeters will wear protective gloves while handing out bulletins which will be supplied by church.

• **Congregation will utilize LSB Hymnal**. The hymnals are located in the holders in the pew you are sitting in. (in aisles 2, 3 and 4 on both pulpit and lectern sides there are large print booklets available for those who may have visual difficulties) An extra set will be available in the narthex.

• Greeters are to direct parishioners to pick up their 2021 Offering Envelopes which will be in the narthex on the piano.

1. **Ushers**

• 2 Ushers assigned

• Lock basement door, lock sacristy door by **disengaging make shift hold** **open latch** and lock front door 10 minutes after service has begun.

• Take official count of parishioners

• Once the ushers have received communion, they will let pastor know how many are in need of communion in the basement.

• During this phase there will be NO plate collection or bringing up of the elements until pandemic is ended.

• Ushers will **unlock front door** during closing hymn, and will not physically open door. Congregation may exit through front or basement door.

1. **Lectors**

• NO lectors will be used until pandemic is ended. Pastor will read all Scripture for every service.

1. **Communion Assistants**

• ONE Assistant will be assigned until pandemic has ended. When one is assigned, only the individual cups will be available. We will continue to have “continuous” communion until pandemic has ended.

**Advent Vespers**

•   Advent Vespers will take place on Wednesday December 2, 9 and 16.

•   Soup Suppers for Advent have been **CANCELLED**

•   **New starting time** for Advent Vespers will be moved up one hour and begin at **6:30pm.**

**Thanksgiving Eve Service with Holy Communion will also begin at 6:30pm November 25**

**During this phase please DO NOT sit on the side of the pew which has bibles on them.**