Welcome Back to St. James!
— NEW GUIDELINES FOR ATTENDING MASS & SACRAMENTS —

The Bishops of Illinois have worked diligently to create a plan to reopen Catholic Churches for Mass and Sacraments during this time of a pandemic to ensure the health and safety of all parishioners, staff and volunteers. Please take the time to familiarize yourself with the directives the parish, parishioners and guests must adhere to in order to gather together for public worship.*

The general dispensation from the Sunday Mass obligation remains in place indefinitely. We will continue to offer Sunday Masses and Holy Day Masses online for those who want to stay home for worship.

MODIFIED MASS SCHEDULE
Beginning on Monday, July 6th, 2020 we will reopen for daily and weekend Masses for pre-registered participants with the following schedule:

Weekday Masses
Monday, Tuesday, Wednesday at 8:00 A.M.

Weekend Masses*  
Saturday at 4:00 P.M.  
Sunday at 9:00 A.M.

*We plan to expand to an 11:00 a.m. Mass on Sundays once our volunteer base increases. For updates check our website, www.stjamesge.org

Masses can begin ONLY WHEN all parties present are seated and in compliance with all safety measures.

SAFETY REQUIREMENTS OF ALL PARTICIPANTS
If you are at risk because of age or an underlying health condition or live with someone who is, it is reasonable for you to remain home. The following directives are required of all who attend a public Mass or sacramental celebration:

- **Pre-registration** will be done either electronically via a link we will post on our website and send through Flocknote weekly to those signed up to receive them. Registration for those attending baptisms, funerals and weddings will be sent via email. A percentage of seating capacity will be reserved for phone-in registration. Attendees with a handicap plaque, mobility issues or special needs are asked to register by phone so that we may anticipate your unique needs.

- **Freedom from sickness.** Anyone who is sick or exhibits flu-like symptoms should not attend. Likewise, anyone who has been exposed to someone exhibiting these symptoms in the past 14 days should stay home.

- **Social Distancing** must be maintained by all participants by following the directives of the Reopening Greeters & Ushers when in our facilities at the time of arrival, seating, communion and dismissal.

- **Face Coverings** must be worn for the duration of the celebration.

- **Check-In** will be required upon arrival and only pre-registered participants will be admitted.

- **Hand Sanitizing** will be required after check-in, before Communion and after visiting the washroom. Participants are encouraged to use the washroom before leaving home.

*Parishioner Risk Assumption: While the parish will attempt to take appropriate precautions consistent with the advice of public health authorities, parishioners and guests should understand they assume the risk of contracting COVID-19 anytime they enter a public space, since such precautions do not eliminate the risk of infection.
LITURGICAL CHANGES TO EXPECT
- Distribution of worship aides and missals is suspended. The bulletin is available on the website.
- Holy water fonts remain empty.
- Seating is limited to uphold social distancing.
- Offertory Baskets will not be passed, but will be placed in the back of church for use. We offer enrollment in electronic giving for those who prefer it.
- The Sign of Peace should be exchanged with a wave or verbal greeting, instead of a handshake between non-domiciled individuals.
- The Priest will be the only Minister of Communion at this time. He will be wearing a face mask and a face shield and will distribute from the center aisle only after he sanitizes his hands.
- Communion will be received ONLY in the hand after you have sanitized your hands while in line. After receiving Communion in the hand, you are asked to move six (6) feet away from the celebrant, lower your mask, consume the Host, cover your face once again with the mask and return to your seat, following the directions of the usher/greeter. It is not permitted to receive Communion in the hand while wearing gloves, nor is it permitted to rest anything, such as a tissue, on the hand to use as a barrier. Only one person may come forward at a time with the exception of parents who have small children. Please note: Blessings of small children by the priest are suspended at this time.
- Distribution of the cup remains suspended.
- Singing at Mass is suspended. Instrumental music will be provided. Mass parts will be spoken.
- Liturgical Ministers will not serve at Mass unless a visiting priest requires assistance.
- Private Prayer and common recitation of prayer in the church is suspended for now, i.e. Rosary

ENVIRONMENTAL CHANGES TO EXPECT
- Entrance to the Church is limited to one set of doors at the front of the building. Attendees should park only in the lot accessible from Fawell Blvd. Doors will be unlocked 30 minutes prior to Mass and locked when the bells ring before Mass. After that time, no one will be allowed to enter the building, regardless of their reservation.
- The Eucharistic Chapel remains closed at this time due to social distancing directives.
- The Cry Room remains closed for use at Mass and Sacramental Celebrations.
- The Reconciliation Rooms remain closed for use for the celebration of Reconciliation. The Cry Room will be utilized for this purpose instead.
- The Coat Room/Parish Library remains closed at this time due to social distancing directives.
- There will be lines taped down outside under the canopy, inside the narthex and inside the church to assist all with appropriate social distancing as you wait to check-in, be seated and receive Communion.
- The Narthex and Parking Lots cannot be used for gatherings before, during or after Mass.
- Father David or our guest priests will be unable to offer a pastoral greeting to you before or after Mass per diocesan directives.

OUR CAPACITY LIMITATIONS FOR MASSES & SACRAMENTAL CELEBRATIONS
After submitting a map of our church with its measurements to the Diocese of Joliet, we have been approved for a maximum capacity of 77 attendees if we have an adequate number of volunteers to assist. A Mass or Sacramental Celebration at full capacity will require approximately 9 volunteers to assist.

Therefore, based upon our current number of volunteers, we have set capacity for the following Masses and Sacramental Celebrations as such:

Weekend Mass................................. 77
Weekday Mass................................. 20*
Baptisms ....................................... 10* (including the infant)
Funerals ........................................... 20*
Weddings ......................................... 20*

*When we have an increased and reliable number of Reopening Volunteers, we will be able to continue the expansion of our Mass schedule, as well as the capacity allowed for each celebration.

If you would like to join our team of volunteers, email Reopen@stjamesge.org.
ARRIVING AT CHURCH: WHAT YOU SHOULD KNOW

All are asked to practice proper hygiene for everyone’s safety prior to arriving on campus. Please take your temperature and confirm that you are healthy to come to Mass. While the bathrooms in the narthex will be open, we ask that you use the bathroom before coming to church. In addition,

- Please park in the lot accessible from Fawell Blvd. only as the church doors on Park Blvd. will remain locked. Park in spaces so that all vehicles are separated by a minimum of one (1) empty space.
- Remain in your car until the church doors are unlocked thirty (30) minutes prior to the start of Mass.
- At that time you may form a socially distanced line outside, under the canopy, as you wait to enter and check-in.
- Doors to the church will be locked when the bells before Mass begin to ring and no one will be allowed to enter the building, regardless of their reservation status in order to maintain the safety and health of all attendees.

Once the doors are open, each person/family, wearing their mask(s), will check-in and be asked:

1) Do you feel sick or are you experiencing a fever, cough or shortness of breath? (If yes, we must turn them away.)

2) In the past fourteen (14) days, have you been in close contact with a person confirmed or suspected to have the COVID-19 virus? (If yes, we must turn them away.)

We will advise all persons/families “if you have any chronic medical condition, are over the age of 65, or considered to be in a high risk category to contract COVID-19, you are encouraged not to attend Mass publicly. It is your choice if you proceed.” Please note: Volunteers are required to ask each person/family these questions every day.

3) Please step to the side to sanitize hands and then proceed into church where all will be seated in spaces deemed appropriate by the Reopening Greeter/Usher.

SEATING IN THE CHURCH

Please be aware that due to the limited capacity of the church and the diocesan directives, you may not be seated in your usual spot.

- Persons/families will be directed to enter a designated pew and sit within a designated area so as to leave a safe distance between them/their family, the surrounding parishioners and the center and outside aisles. Families, while they will not have to socially distance in their pew, must adhere to sitting in the designated sections of the pew. If all family members cannot fit in that section, additional family members will be escorted to the next available pew.
- As other persons/families arrive for Mass, they will be advised to wait in the narthex, socially-distancing themselves six (6) feet or more from the next person/family until an usher is able to seat them.
- Mass will begin ONLY WHEN all parties present are seated and in compliance with all safety measures including, but not be limited to maintenance of social distancing, church capacity and adherence to the wearing of masks. If necessary we will provide masks.

RECEIVING COMMUNION

One (1) communion line will be formed in the center aisle and Father will distribute Communion in the hand only.

- Ushers will dismiss pews one at a time, ensuring social distancing, until all have received Communion.
- Continue to wear your mask as you come forward for Communion and stay attentive to the lines taped on the carpet to maintain social distancing.
- Sanitize your hands prior to receiving Communion at the station near the front of the church. Holy Communion may not be received in the hand if a member of the faithful is wearing gloves.
- After receiving Communion, you are asked to move six (6) feet away from the celebrant, lower your mask and take Communion and return to your seat.

DISMISSAL

The faithful are advised to stay until the end of Mass when they will be dismissed one pew at a time by the ushers.

- Upon dismissal persons/families should go directly to their cars and maintain social distancing so the church may immediately be professionally sanitized for the next celebration.
HOW TO PRE-REGISTER FOR MASSES
Pre-registration will be available to the public on a first come, first served basis using Flocknote Sign-Up.

- **A link to the Sign-Up** will be released and published at www.stjamesge.org and also will be sent in a Flocknote Email on Fridays at 1 P.M., for a week's worth of weekday and weekend Masses that will begin 10 days following the release.

- **Sign-Up will remain open until Noon on the Friday before the week of Masses begins or until capacity is reached.** You will be asked to provide your name, email address and the number in your party. You do not have to be signed up to receive Flocknotes in order to pre-register for Masses.

- **Those without computer access or those that require special accommodations,** are asked to contact Rubi at the ministry center, 630/469-7540 to place your registration. The seats reserved for call-in reservations are filled on a first come, first serve basis. (If Rubi is unavailable, please leave a message to reserve your spot). You will receive a call back to confirm your registration within one business day.

- **If you experience trouble using the Flocknote Sign-Up system, please email reopen@stjamesge.org. Note: registrations will NOT be accepted at this email.**

- **If you are unable to attend after registering,** you are asked to actively remove your name from the Flocknote Sign-Up system in order to make the spot available for someone else. You will not be allowed to verbally give your spot to another person.

- **In regards to weekday Masses,** at this time, you may register for as many Masses as you like.

- **Persons/Families are kindly asked to refrain from registering for weekend Mass more than 1 x per month in the beginning to give adequate opportunity for all to attend who so desire.**

- **All infants or children** (even if sitting on your lap) are counted separately and should be registered with your family.

- **Only persons/families who use our sign-up procedures and have a confirmed reservation for a specific Mass will be permitted to attend Mass.** There will be no exceptions. No walk-ins are permitted.

RECONCILIATION

- **Confessions are scheduled on Saturdays from 2:30-3:15 in 5 minute increments given the limited time frame.** If additional time is necessary, please contact Fr. David to schedule an appointment for a different time.

- **Pre-registration is required via Flocknote Sign-Up** and will follow the same schedule and procedures as listed on this page.

- **Check-in** will be required at least 5 minutes prior to scheduled appointment time, and participants will be required to wear a mask, adhere to social distancing and will be asked the same questions as they are when attending Mass (see previous page).

- **After Check-in, attendees will be instructed to sanitize hands** and asked to move into the church and stand along the wall by the choir area, as designated by the usher, adhering to social distancing.

- **Following Confession as an act of charity toward others,** the penitent will be asked to use a disinfecting wipe to clean the chair or kneeler prior to exiting the room.

- **There will be no penance prayers said in church.** The faithful are asked to fulfill their penance once they leave the church.

**BAPTISMS, FUNERALS AND WEDDINGS**

With the reopening of the church, baptisms, funerals and weddings will be able to be offered. Please contact the parish for more information (630/469-7540).

Please note that capacity restrictions for these events will be in place due to the need for volunteers.

Parishioners and their guests will be asked to follow the same exact directives noted throughout this brochure including, but not limited to pre-registration, check-in ahead of the event, the wearing of masks, adherence to social distancing, etc.

All information is subject to change at any time. Go to www.stjamesge.org for updates.

**UPCOMING SCHEDULE FOR RELEASE & CLOSURE OF MASS/RECONCILIATION PRE-REGISTRATIONS**

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<tr>
<th>Date of Masses &amp; Saturday Reconciliation</th>
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<td>July 27, 28, 29, August 1 &amp; 2</td>
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<td>August 3, 4, 5, 8 &amp; 9</td>
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