

## Server at 8:00 Low Mass

Before	<p>Wear cassock, amice, alb, girdle (tied at your left side) or cassock and surplice. Switch amplifier on. Put stick type radio mic on altar, switched off. Light 2 small high altar candles, 2 at the pulpit, 2 at the lectern.</p> <p>Stack “spiky” chalice (2/3 full of wine plus splash of water), purificator, paten, host, pall. Put no more than 1cm of water in frilly lavabo jug (due to a leak).</p> <p>Put bells &amp; kneeler at altar step south side. On credence table: collection plate, spare service sheet; frilly bowl with towel hanging from under it, frilly jug.</p> <p>Remove blue plastic altar cover. Spread corporal near front centre. Place stack on corporal, cover with seasonal veil. Stand seasonal birse on far left of altar.</p> <p>Place red mass book on brass stand just left of corporal, open at the corporal layout. On lectern cedilla put two sets of service sheets and prayers.</p>
Process in	from behind piano to the cedilla by the lectern. Sit on President’s left.
First lesson	Read it at the Lectern from your service sheet.
Gospel	Stand while President reads, then sit for the sermon.
Creed	Stand, face altar. Genuflect during the sentence <i>And...was made man</i> .
Prayers	President & Server share this at the wooden lectern. Server reads centre pages.
After Peace	Go with President to altar. Bow at communion rail step. Stand on the right of altar, facing the President.
Offertory	<p>Be ready to receive things from President, then while President goes to lavabo jug, go to chancel step, and receive collection bags on the plate.</p> <p>Take plate up to communion steps; hold plate up, waiting for President’s ✠. Turn and bow to sidesmen, put plate on credence table.</p> <p>Place bar across the gap in the communion rail. Assist President with mic. Stand on the right facing President as before, ready to ring the bells.</p>
Euch. Prayer	<p>After <i>Hosanna in the highest</i> ring bell once where the service sheet says kneel. Kneel facing North, ready for next ring of the bells.</p> <p>After <i>in remembrance of me</i> ring three times as P genuflects, elevates the bread, and genuflects; and another three times as the wine is consecrated.</p> <p>Ring once after <i>O come, O taste and see how gracious the Lord is</i>.</p>
Communion	Receive host from the President and consume it, then administer the chalice. Wipe the rim and rotate the chalice a little after each communicant.
Afterwards	<p>Administer wine to yourself, return chalice to altar for ablutions. At this point the President has to decide whether to reserve or consume the unused elements.</p> <p>Move mic, book and stand to candle 5. Remove communion rail bar. Be ready to receive things from the President to go on the credence table.</p>
Dismissal	Face congregation. After blessing, get mic and say <i>Go in the peace of Christ</i> . Go down steps with President; bow or genuflect to altar; exit via Lady Chapel
Clear up	If some consecrated bread and wine remains, move them to Lady Chapel altar. Otherwise clean paten and chalice at the sacristy sink. Put linen in laundry box. Extinguish candles. Put bells on nave front seats for 09:30.