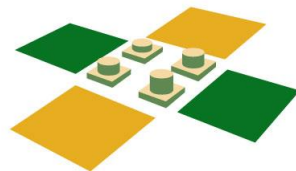


CHECK LIST

MASS IN HONOUR OF THE
BLESSED VIRGIN MARY
ACCORDING TO THE USE OF SALISBURY

ACOLYTE
THURIFER
TAPERERS



THE
EXPERIENCE
OF WORSHIP

ST TEILO'S CHURCH
JUNE 2011

Acolyte

Checklist before the Mass

Sacristy (marquee)

Chalice, Paten, Corporal as Veil, Burse with Two Corporals

1 wine cruet, 2 water cruets (all three filled)

1 pyx with hosts

2 taperers' candles

1 censer, 1 boat, incense, charcoal, tin for waste.

Gronow chapel altar

Chasuble, Dalmatic, Tunicle

2 stoles

2 maniples

1 Missal

1 Pax

Sanctuary

2 altar candles lit

1 Gospel Book in aumbry

1 Epistle Book in aumbry

1 small bell at N end of altar steps

Nave

2 candles by BVM lit

Holy water bowl by porch door

Church bell (rung by sexton)

30 strokes at 11.05

15 strokes at 11.20

60 strokes (approx) at 11.30

Acolyte

Remain in sacristy (marquee) when clergy go in

Introit, Kyrie

Put on mantle

1. ENTRANCE OF SACRED VESSELS AND LINEN

When *Gloria in excelsis* is intoned,

take up chalice, paten, under a corporal acting as veil, with burse on top (containing 2 corporals)

Wait at N door

Towards end of *Gloria* met by **taperers** who lead you to Gronow chapel

In Gronow chapel, bow to altar, set down chalice and paten

Remove mantle, bow again and go to chancel door

Wait until priest has said *Collect* and gone to sit for *Epistle*, then

take burse with remaining corporals to high altar

Kiss altar; then go to S side of chancel

2. AFTER EPISTLE – ABLUTION OF HANDS & PREPARATION OF VESSELS

After Gradual (when *Alleluia* begins) **take lavabo bowl, cruet and towel**,

and assist **subdeacon** with washing hands

then assist **deacon** with washing hands, then put down bowl, cruet and towel

Hand second water cruet to subdeacon

Subdeacon seeks blessing of water

When this is complete, lead Subdeacon to Gronow Chapel,

bow to high altar on crossing

in Gronow Chapel

bow and go to chapel altar

remove lid from **pyx**

remove **veil** from paten and chalice, and hold it

He places host on paten, and water/wine in chalice

When done, replace veil on chalice and paten, and lid on pyx

Make sure subdeacon picks up the Pax

Bow with subdeacon and then lead subdeacon back to into chancel,

and go to S side and face east

3. SEQUENCE, GOSPEL AND CREDO

Remain here during *Sequence*,
Turn West after *Gospel* has been announced
Then turn east again for first part of *Credo*
Bow whenever clergy bow

4. BRINGING OF VESSELS TO STEPS – CENSING OF THOSE IN QUIRE

In the Creed, after 'et sepultus est', go to Gronow Chapel (bowing as you cross sanctuary), **replace mantle** and pick up **veiled chalice and paten**
When priest sings 'Dominus vobiscum' come out of Gronow Chapel with veiled chalice and paten
take them to bottom altar step and hand to subdeacon.

Then go to S side of chancel. **Remove mantle (hang over screen)**

When the deacon has censed the celebrant, take the **censer** from the deacon
Go down into the singers.

Cense in the following order
Decani singers and taperer (from West to East)
Cantoris singers and taperer (from West to East)

[NB subdeacon follows you for kissing of Gospel Book]

When done, return to sanctuary, and give censer back to deacon
Take lavabo and towel, and give to SD, then return it to S side
Replace mantle
Go to stand in centre of chancel behind subdeacon

5. EUCHARISTIC PRAYER – HOLDING OF VEILED PATEN

Receive **veiled paten** from the subdeacon, and hold it until the end of the Lord's Prayer (Pater noster)

Kneel when subdeacon and deacon kneel for elevation. Stand after elevation.

At beginning of Pater Noster, return Paten to subdeacon
Then go to S side of chancel and face east

6. AFTER AGNUS DEI, DURING KISS OF PEACE

Deacon brings Pax to you to kiss; then gives it to you
Take it to singers and servers to kiss one by one (Decani then Cantoris)
Take it to congregation to kiss: Lord of Manor, Lady of Manor, other men in rank order, other women in rank order.

Bring Pax back; hand to Deacon (who places it on the altar)

Go to credence and await ablutions

7. ABLUTIONS AND DEPARTURE WITH SACRED VESSELS

When subdeacon is ready, hand cruets to him (wine to his RH)

Receive cruets back, and hand lavabo and towel to Subdeacon

When finished, replace lavabo and towel on credence

Then wait to receive chalice, paten, corporals and burse from Deacon.

Take them back to 'sacristy', and remain there.

Thurifer

1. BEGINNING OF EUCHARIST

Follow taperers from 'sacristy' (marquee) to chancel with censer and boat
Enter sanctuary and go to stand on S side, facing E

When clergy move to altar, go to S side of altar
Assist deacon with adding incense to thurible, then hand censer to deacon
Wait there with boat in left hand
When censuring of altar and celebrant is complete, take censer from deacon
and return to 'sacristy' to replenish charcoal as necessary.

Then wait in Gronow chapel out near N door

Introit, Kyrie, Gloria in excelsis, Collect, Epistle, Gradual

2. AFTER GRADUAL AND DURING GOSPEL PROCESSION

At beginning of **Alleluia**, enter chancel and wait on N side
When Acolyte and Subdeacon enter Gronow chapel, cross to S side of chancel
Wait near credence until deacon is ready to take censer.
After the censuring of the altar, take censer back from deacon,
go to N side and wait, swinging censer just in front of taperers, face altar

Subdeacon and deacon form up for procession.
All bow and then turn.
Follow taperers in procession to lectern.

Go to the left of the lectern, and turn east to face altar for announcement of Gospel
Then turn to L to face north – i.e. looking at Deacon's back as he recites Gospel
Swing the censer from side to side during Gospel.

When the Gospel has ended, follow taperers in procession back

Then leave chancel, and replenish charcoal in sacristy.

3. AFTER CREED THROUGH TO OFFERTORY CENSING

After Creed, when celebrant sings 'Dominus vobiscum' re-enter, and wait on N side of chancel

Stand on R, near credence, until celebrant is ready to cense altar. Assist deacon as before.

Then return to place on N side of chancel

After the acolyte has returned the deacon censes the LH side of the altar.
When that is finished, take the censer from the deacon,
Take the censer back to the sacristy and leave it there.

Re-enter the chancel, and go to place on N side of chancel
Remain there for first part of Eucharistic Prayer and Elevation, following the instructions in the choir booklet up to Elevation.

4. BELL AFTER SANCTUS AT ELEVATION

After Sanctus and Benedictus, take the little bell.

At the elevation, ring it three times:

- when subdeacon/deacon kneel
- when priest raises the host, and
- when the priest raises the chalice.

5. ABLUTION AFTER ELEVATION

After elevation of chalice cross to the other side (bow profoundly to altar),
and onto S side near credence.

Take lavabo bowl and towel, and assist Deacon to wash hands.

Replace the lavabo bowl and towel, then go back to place.

Kiss the Pax when the acolyte puts it before you.

5. AFTER COMMUNION

After Communion and after *Ite missa est*,

Stand in the centre of the chancel facing east

When the celebrant, deacon and subdeacon bow, also bow, then follow the taperers back to the sacristy.

Taperers

1. BEGINNING OF SERVICE

Lead procession into chancel, and go to position near lectern.

Remain standing while clergy recite confession.

When clergy move to altar, set down candles on floor.

Bow to the altar, turn and return to sacristy (marquee).

Taperers 1 & 2: bring **pyx and wine cruets**, take them to Gronow chapel altar, laying them on the right-hand side of the altar.

Go back to sacristy

Taperer 1 brings in **lavabo bowl and towel**, and takes them to credence near high altar.

Taperer 2 brings **two water cruets**, and takes them to credence near high altar

When this is done, both come together, bow to the altar, and go to place with singers

2. GLORIA IN EXCELSIS – ENTRY OF ACOLYTE

When the priest intones ‘Gloria in excelsis’, pick up candles, come together, reverence altar, turn and go to N door

There meet the acolyte. Lead him to Gronow altar to put down vessels

Then return to chancel and set down candles.

Bow to altar, and go to places next to singers

Follow the service in the booklet.

3. GOSPEL PROCESSION

After the Alleluia stand, and take up candles.

When the subdeacon and deacon have come to the centre and bowed, turn inwards and lead procession through choir to lectern for recitation of Gospel.

Taperer 1 (decani) goes to L of eagle, round back and faces east

Taperer 2 (cantoris) stops to R of eagle, and face east.

When deacon has announced Gospel, Taperer 1 turns west.

The subdeacon holds the text between you, facing the deacon.

When the Gospel is finished, return the way you came

Wait for subdeacon and deacon to pass through.

Set down candles, bow to altar, turn and go to places next to singers.

4. AFTER THE SANCTUS

Leave place, take up candles

Go to altar step. Put down candles, then kneel.

When subdeacon and deacon kneel, lift up the candles

When they stand up, put the candles down, stand up, pick up candles

Take them back to usual place, put them down

Bow to altar and go to places next to singers. Face the altar.

5. THE PAX AND FETCHING CRUETS

Kiss the Pax when the Acolyte holds it in front of you

Then Taperer nearest Gronow chapel, go to fetch water and wine cruets from Gronow altar

Take them to credence table (bow when you cross to the altar), then go back to usual place with singers.

6. END OF THE SERVICE

After 'Ite missa est/Deo gracias' pick up candles

When the celebrant has finished the last Gospel,

lead the procession out of the chancel to the Gronow chapel.

While the clergy take of their vestments, go out sacristy.

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ST TEILO'S CHURCH

Instructions provided in this booklet are intended to be used in conjunction with separate prompt sheets, to be inserted up the sleeve.

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