

# Evensong & Benediction

## Preparations

On the altar:

- ❖ Blue cover removed
- ❖ Wax drip sheet in place
- ❖ Benediction candles
- ❖ Corporal spread in front of tabernacle
- ❖ Burse standing on altar on the right
- ❖ **Key in tabernacle**

On the Cheong table behind altar:

- ❖ *Small corporal*
- ❖ Monstrance

On the second altar step on right

- ❖ Brown book with Benediction service
- ❖ Other book chosen by Celebrant for first reading of Benediction
- ❖ Sacring bells
- ❖ Humeral veil resting on Acolyte's seat

At the sedilia (second Acolyte's seat):

- ❖ Interim rite prayer book marked at Evensong, (Introductory sentences to Alternative rite for Evensong, if required), collect for the day
- ❖ Psalter with psalms marked
- ❖ Hymn book with *office* hymn marked
- ❖ Order of service sheet

In the stalls:

- ❖ Books and order of service for any priests in choir

In the Sacristy:

- ❖ Cope in colour of the day for Evensong, and white for Benediction
- ❖ White stole for each priest for Benediction

At the lectern:

- ❖ Bible with first and second readings marked

Before the service, the MC needs to ensure the above are in place

The Acolytes light the high altar candles and standards, and the shrine of Our Lady of Walsingham, if not already alight (and with staff in place). Other altars and Paschal candle to be lit if there is a procession.

The Thurifer prepares the thurible. It is not necessary to light coals before the service; they can be lit after the Sanctuary party has entered. The small thurible is used.

## Evensong

At 5:00 pm, the MC makes sure that the choir is present, either in the choir loft or in the back of the nave. The MC turns on the high altar lights. The MC signals the Evensong Officiant to begin the preparatory prayers. When these are completed, the MC rings the bell 3 times to signal the entrance to the choir/congregation. The Acolytes lead in separating at the Sanctuary arch. They are followed by the priest(s) in choir, then the MC, then the Officiant. The priest(s) in choir stop at the top step opposite their stalls. The MC follows the centre line of the carpet, and turns to the right, to stop opposite his seat. The Officiant enters on the centre line of the carpet, stopping beside the MC. The Acolytes close behind the Officiant and MC, and face the altar. All genuflect.

The MC, Officiant and priest(s) in choir go to their seats, remaining standing.

The Acolytes go to the top Chancel step and place their candles on the edge of the carpet. They return to the centre of the top step, genuflect, and go to their seats at the sedilia.

When the Acolytes have taken their places, the MC presents the Prayer Book to the Officiant, open at "*O Lord open thou our lips*" (or at the introductory sentences, if used). The MC returns to his place.

A sign of the cross at the lips is made at the above verse, and a full sign of the cross at "*O God make speed to save us*".

After the response "*The Lord's name be praised*" the MC presents the Psalter to the Officiant, taking the Prayer Book from him. If there are 2 psalms, tell the Officiant their numbers.

If there are 2 psalms, all bow whilst seated for the "*Glory be...*" of the first. At the last *half of the last* verse of the last psalm, all stand. All bow profoundly for the "*Glory be...*". During the "*As it was in the beginning...*", the MC retrieves the Psalter from the Officiant.

All sit for the first reading.

All stand for the Office hymn. The MC presents the hymn book to the Officiant.

At the beginning of the second last verse, the MC retrieves the hymn book.

Having placed the hymn book at his station, the Officiant, Acolytes and MC move to the centre of the carpet, genuflect, and approach the altar. The MC drops back to approach the altar behind the Acolyte on the right.

The Thurifer enters to genuflect with the Sanctuary party.

The Officiant and Acolytes bow at the top altar step, and the Acolytes move to the side wall, where they face inwards.

The MC goes to the top step at the Officiant's right, and the Thurifer approaches from that side, having gone behind the altar. The Thurifer hands the boat to the MC and opens the thurible. The Officiant places the incense on the coals and blesses it. If necessary, the MC says "*Pray Father, a blessing*".

The MC gives the boat to the Acolyte near the credence table, who places it on the credence table.

The Thurifer closes the thurible and hands it to the MC.

The Thurifer then goes down to the second altar step, to the left hand of the Officiant and to the top step, where he picks up the cope.

The MC hands the thurible to the Officiant, top in his right hand to the Officiant's left, chain in his left hand to the Officiant's right. He picks up the cope.

At the beginning of the Magnificat, the Acolytes and priest(s) in choir make the sign of the cross.

At the beginning of the Magnificat, the Officiant, Thurifer and MC genuflect. The Officiant censes the crucifix. They genuflect again and cense the altar. When they reach the centre of the altar again, they genuflect, the Thurifer releasing the cope and going down onto the second altar step and to the right hand side of the altar.

The MC releases the cope when the Officiant has completed censing the front of the altar, and the Officiant hands him the thurible.

The Thurifer leads the MC down beside the carpet to below the sedilia, and they move to the centre of the carpet facing the altar.

When the Thurifer and MC move from the altar, the Acolytes rejoin the Officiant on the top altar step. They bow, turn and move down the carpet to the sedilia, turning to face the altar.

The Sanctuary party genuflect. The Officiant and Acolytes return to the sedilia, standing.

The MC, with the Thurifer at his left hand, moves to the centre of the carpet opposite the Officiant, bows to him (as does the Thurifer), the Officiant returning the bow. The MC censes the Officiant with 3 double swings. They bow again.

The MC and Thurifer then go down the centre of the carpet and cense the priest(s) in choir, in order of seniority, bowing before and afterwards, and with 2 double swings each.

The MC and Thurifer return up the centre of the carpet to opposite the MC's station. The MC hands the thurible to the Thurifer, and returns to his station, standing.

The Thurifer censes the MC with 1 double swing, bowing before and afterwards. He then censes the Acolytes in turn, again with 1 double swing each (*this can be done from one spot, turning from MC to Ac1 to Ac2*), and then the congregation, from the second Chancel step, with 3 single swings (centre, left, right). He returns up the centre of the carpet opposite the pulpit exit from the Sanctuary, waiting there until the "*Glory be...*" of the Magnificat. All bow profoundly during that verse; at the "*As it was...*" the Thurifer genuflects and leaves the Sanctuary. He empties the thurible in the cookhouse.

At the conclusion of the Magnificat, all sit for the second reading.

At the end of the second reading, all stand for the Nunc Dimittis. All bow profoundly during the "*Glory be...*". During the "*As it was...*" the MC presents the Prayer Book to the Officiant, open at the Apostles' Creed.

At the response "*And bless thine inheritance*" the Acolytes move out from the sedilia, down to the middle of the top Chancel step, they genuflect, pick up their candles, and return to the sedilia.

At the conclusion of the third collect, the Sanctuary party move to the centre of the carpet, the Officiant and MC nearest the altar, the Acolytes behind them. The Officiant hands the Prayer Book to the MC. All genuflect, and the Acolytes lead out, followed by the MC carrying the Prayer Book, then the Officiant.

The priests in choir sit for the anthem. At its conclusion, they go to the centre of the carpet, genuflect and leave for the Sacristy.

## Benediction

The Thurifer will need to prepare coals for the thurible and to light 2 torches for the Acolytes.

The MC checks the length of the hymn. If it is too short for the following preparations, they could be done during the anthem.

The Acolytes light tapers at the end of the anthem. They enter the Sanctuary near the altar and light the benediction candles in concert, from the *centre out*. The Acolytes on the credence table side brings the boat back for the Thurifer.

The MC should allow the Acolytes to commence lighting the candles before entering himself. He removes the altar crucifix, placing it in front of the Cheong table. He replaces it on the tabernacle with the *small corporal, spread*. Allowing the Acolytes to move from the Sanctuary, he places the monstrance, covered, to the left of the corporal. He leaves the Sanctuary.

During the hymn, the MC assists the Celebrant putting on the cope.

The MC checks the progress of the last hymn. He signals the Thurifer to lead into the Sanctuary at the beginning of the last verse.

The Thurifer enters up the centre of the carpet, and goes to the left just below the bottom altar step.

The Acolytes follow, carrying torches, and parting at the Sanctuary arch and facing in.

The MC follows, up the centre of the carpet and goes to the right, level with the Thurifer.

The Celebrant follows, stopping between the MC and the Thurifer.

When the Celebrant has passed them, the Acolytes move to the two side seams of the carpet.

The priest(s) in choir, wearing white stoles, enter below the pulpit, as soon as the Sanctuary party starts to enter, kneeling at the altar rail.

The Sanctuary party genuflect and kneel. At the conclusion of the hymn, the Celebrant stands, ascends to the top altar step and opens the tabernacle. The MC rings the sacring bell on the opening of the tabernacle, at which *the* Celebrant performs a *single* genuflection. He stands and takes out the guardian, and, uncovering the monstrance, places the lunette with the Blessed Sacrament in it. He stands, takes the monstrance and places it on the *top of the tabernacle*. He steps backwards down the altar steps and kneels between the Thurifer and the MC.

The first Benediction hymn commences and the Celebrant, MC and Thurifer bow profoundly, then stand. The Thurifer goes round to the MC's right, gives the MC the boat and the Celebrant puts incense on the coals (without a blessing). The Thurifer gives the thurible to the MC, takes the boat and returns to his place. They kneel.

The Celebrant, MC and Thurifer bow profoundly, the Thurifer and MC pick up the cope, the Celebrant censens the Blessed Sacrament with 3 double swings, and gives the thurible to the Thurifer.

The MC *gives* the *Celebrant* the book from which he has *chosen* a prayer. At the conclusion of that prayer, the Celebrant hands the book back to the MC, and the second Benediction hymn commences. The Celebrant MC and Thurifer bow profoundly, then stand. The Thurifer goes round to the MC's right, gives the MC the boat and the Celebrant puts incense on the coals (without a blessing). The Thurifer gives the thurible to the MC, takes the boat and returns to his place. They kneel.

The Celebrant, MC and Thurifer bow profoundly, the Thurifer and MC pick up the cope, the Celebrant censens the Blessed Sacrament with 3 double swings, and gives the thurible to the Thurifer.

The MC gives the Celebrant the book with the collect for Corpus Christi, and the Celebrant stands and intones this, commencing "*Thou gavest them bread from heaven...*". The Celebrant kneels, returns the book to the MC, and MC stands and places the humeral veil around the Celebrant's shoulders.

The MC kneels, and the Celebrant stands, makes a double genuflection on the top altar step, and takes the monstrance in the humeral veil. The Celebrant turns toward the congregation and makes a slow sign of the cross with the monstrance. At the conclusion of the upward, and each side arm of the cross, the Thurifer censens the Blessed Sacrament with a double *swing* (*ie 3 double swings in all*) and the MC rings the sacring bell.

The Celebrant returns the monstrance to the corporal, makes a double genuflection, and steps backwards to the bottom altar step. The MC removes the humeral veil, folds it and places it on the Acolyte's seat, then kneels and hands the Celebrant the book at the Divine Praises starting "*Blessed be God...*".

At the conclusion of the Divine Praises, the choir commences the psalm “*Let us adore forever, the Most Holy Sacrament...*”. When this commences, the Celebrant stands, goes to the top altar step and replaces the lunette in the guardian, and that in the tabernacle. He puts the monstrance to the left of the corporal, and covers it. If he has time, he folds the corporal and replaces it in the burse.

The Celebrant returns to the bottom altar step (*on this occasion, he does not need to descend backwards*) and kneels if there is time.

At the conclusion of the psalm, all stand, genuflect (single) and leave the Sanctuary – the Thurifer first, then the Acolytes, the MC and the Celebrant. The priests in choir return via the pulpit door. The Celebrant says the dismissal prayers in the Sacristy.

The sanctuary lights are turned off. The Acolytes enter with snuffers and extinguish the benediction candles, in concert, from the *outside in*. The MC waits until they have commenced this before entering to replace the *small corporal* and altar crucifix etc.

The MC makes sure that the Sanctuary is put back to its usual state, that the vestments and other items are put away, including the microphone, and that the Repository and side doors are locked. Unless the server for the 6:30 pm Mass is in attendance, the Sacristy should be locked, the alarm turned on. *As there is a mass to follow, the lights in the church can be left on and the west doors left open.*