

## Lay Administration of the Reserved Sacrament

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1. The administration of holy communion, apart from the normal gathering of the faithful in church, should be linked to the main parish eucharist on Sunday, as a general rule. (See also the rubrics at the top of p. 257 *Book of Alternative Services*).
2. Lay administrators of holy communion should be carefully selected and trained and subsequently licenced by the bishop.
3. A suitable pyx for the consecrated elements must be used.
4. The intended recipients of holy communion who are unable to be in the church must be contacted and have given their consent prior to the day when the sacrament will be brought to them.
5. Every effort should be made to reinforce the link with the main parish eucharist on Sunday, symbolizing the reaching out of the gathered church to its scattered members, within the context of the eucharist meal. Where possible, the holy communion should be taken with proper reverence from the service directly to the recipients and, in any case, this should happen with enough frequency to keep the congregation involved. Where, as is often the case, time constraints make this impossible due to conflicts with institutional schedules or other difficulties that arise, communion should be brought as soon within the week as possible. The lay administrator should carefully explain to the communicant the connection with the parish celebration.
6. At the parish eucharist, the shut-in members should be included in the prayers of the people, and the congregation encouraged to uphold them in their private prayers.
7. The form of service to be used for the administration shall be that provided in the *Book of Alternative Services* (p. 257ff), or if the language of the *Book of Common Prayer* is desired, it shall include the following elements, unless the health of the communicant requires a shorter form:
  - i) The Peace - a mutual greeting
  - ii) The Reading from scripture
  - iii) Prayers, including an expression of penitence, a prayer for forgiveness, such as the Collect for the 21st Sunday after Trinity, and the Lord's Prayer.
  - iv) The administration of the Sacrament.
  - v) Thanksgiving and The Grace.
8. If any of the sacrament remains after the administration of communion, the lay administrator should immediately and reverently consume all that is left before proceeding on his/her way.

