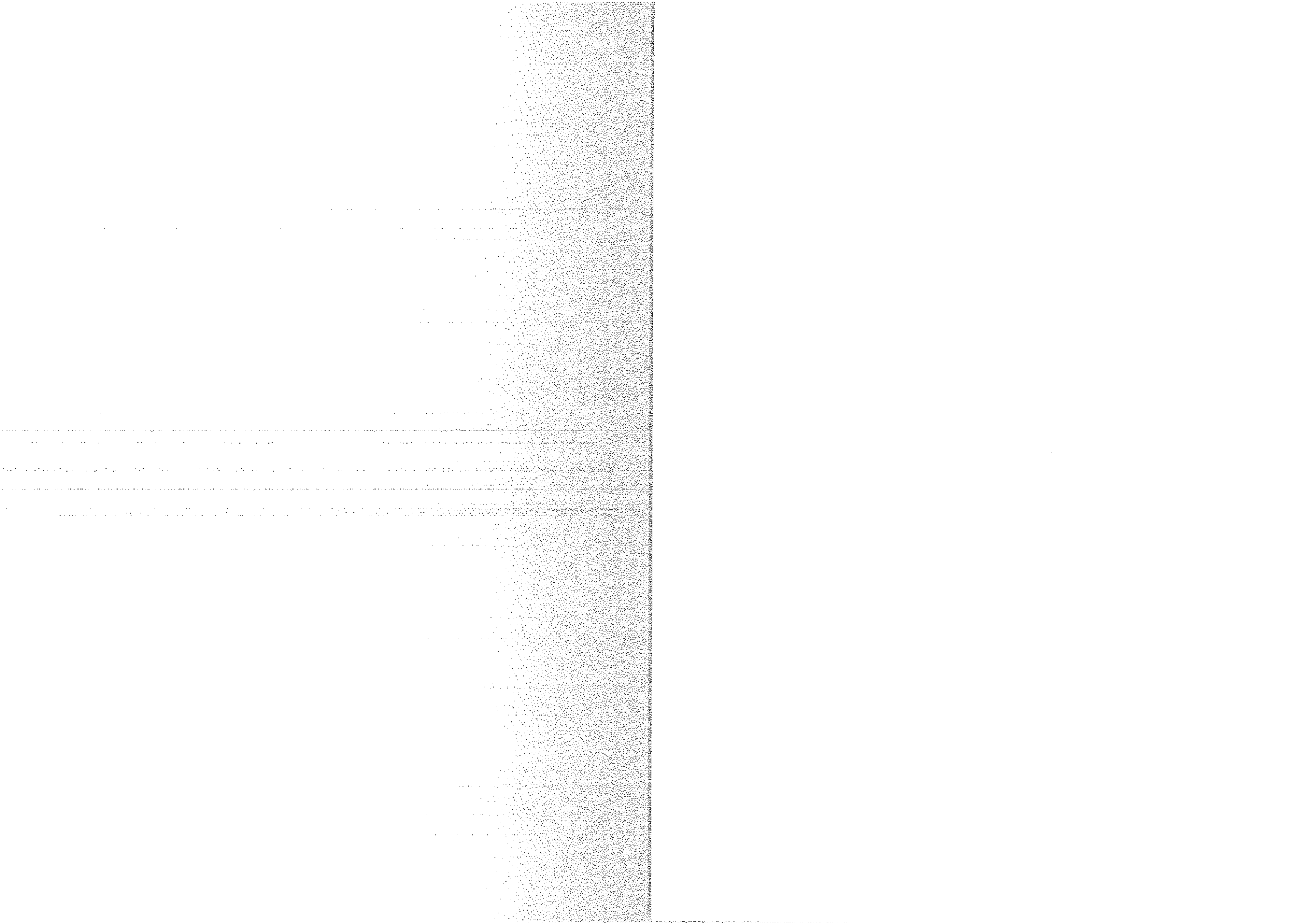
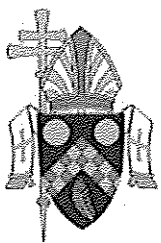




**ARCHDIOCESE
OF BRISBANE**

**POLICY ON
CHAPELS**





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OF BRISBANE**

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THE ARCHBISHOP OF BRISBANE

A MESSAGE FROM THE ARCHBISHOP

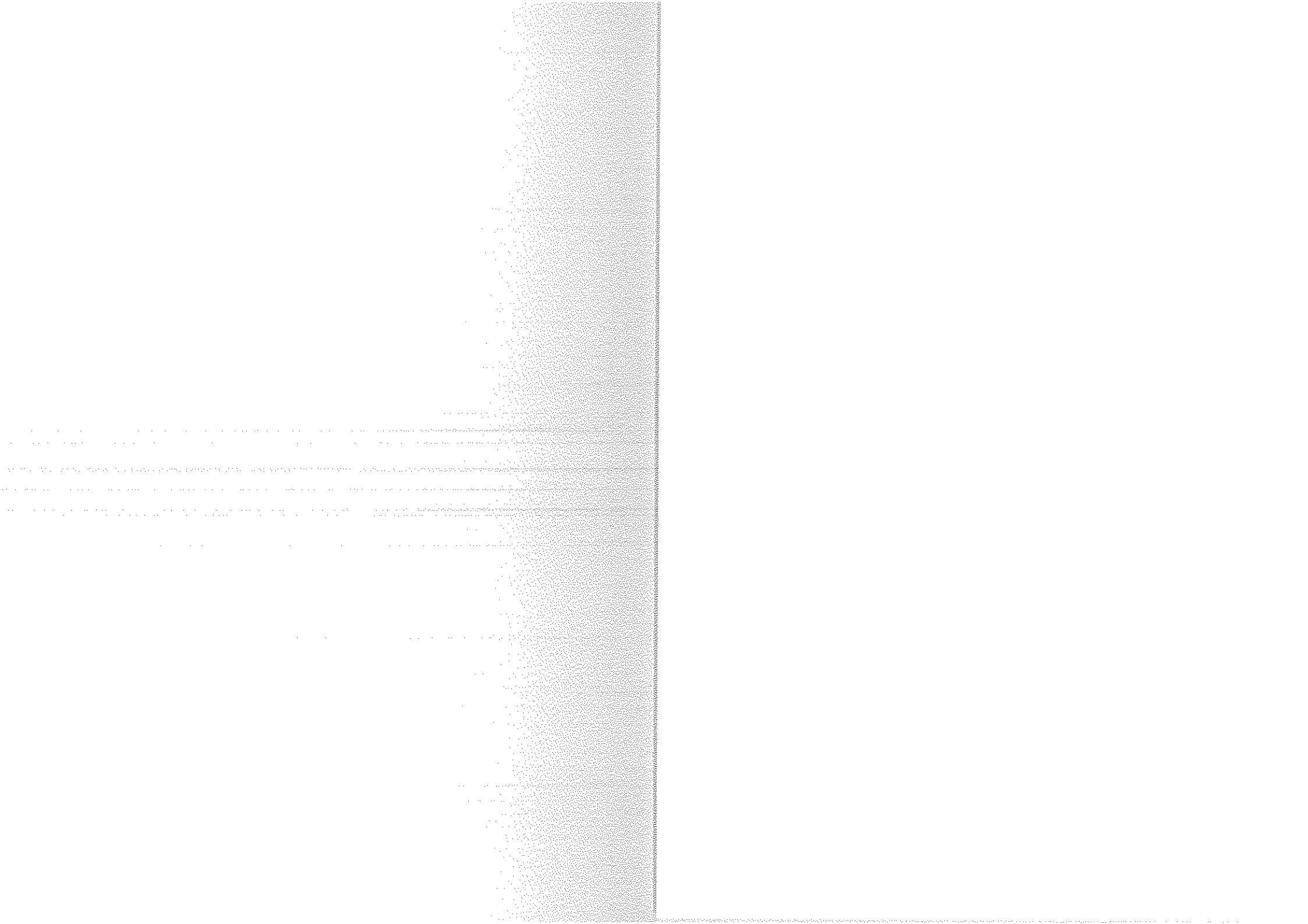
The parish church has great significance in the life of any diocese. These places of worship highlight the importance of the celebration of the Eucharist and the sacraments within the local community of faith. When the Body of Christ gathers in the parish church, God nourishes the people and they offer their praise and thanks.

In addition to parish churches, chapels have been established for various purposes. Erected with the approval of the local bishop, they exist to foster prayer and worship in the life of communities of consecrated women and men, hospitals and aged care facilities, schools and colleges. Chapels are important for nurturing faith; they provide places of prayer for those in need through illness and infirmity; and they allow people to celebrate the liturgy within their institution.

I am happy to approve this Policy on Chapels in the Archdiocese of Brisbane to ensure the proper care of chapels and clarity on who has responsibility for their oversight. The Policy not only nominates the person responsible for the chapel, but also regulates the reservation of the Blessed Sacrament and the rites that may legitimately be celebrated there.

In establishing these norms and commending them to you, I recognise the generous dedication of those who have established and care for these chapels. I thank you for ensuring that people within your institution are aware of this Policy, and I pray that the presence of a chapel continues to be a blessing for you all.

✠ Mark Coleridge
Archbishop of Brisbane
1 September 2018



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This policy is concerned with

- *The person responsible for the chapel*
- *The reservation of the Blessed Sacrament.*
- *The rites celebrated in the chapel*

1. CONVENTS

- The Religious of the house are responsible for the chapel and the reservation of the Blessed Sacrament.
- Where the sacrament is reserved, a priest must celebrate Mass regularly, as far as possible at least fortnightly.

2. HOSPITALS

Responsibility

- The chapel in a Catholic hospital which normally has the Blessed Sacrament reserved is the responsibility of the appointed ordained Catholic chaplain.
- In the case of a Christian (ecumenical) chapel or a religious (inter-faith) space, an ordained Catholic chaplain or lay pastoral team leader may share responsibility for administering the space but has the sole care of any Catholic books, vestments and vessels which may be kept there.
- Where the Blessed Sacrament is reserved at a hospital, the designated ordained Catholic chaplain or lay pastoral care team leader has a specific and serious duty of care for the worthiness and manner of the reservation. This person is responsible for safeguarding the tabernacle key and providing access for those who require it.

Reservation

- Where the sacrament is reserved in a Catholic chapel, a priest must celebrate Mass there regularly, as far as possible, at least fortnightly.
- A tabernacle is sometimes provided in a discreet place within the hospital's ecumenical or interfaith chapel, or in an adjoining sacristy or pastoral care centre. It may have a simple timber door but ideally is identified by a Christian symbol. It is not necessary to have it veiled or to have a lamp burning beside it, but it must be kept locked.
- If Mass is not celebrated in a hospital with a tabernacle, the consecrated elements may be replenished with hosts from the local parish church.

- A tabernacle should be kept solely for the Blessed Sacrament and perhaps the holy oil for anointing the sick. It may not be used for storing anything else, even liturgical books or other religious items.
- A designated tabernacle in an ecumenical or even inter-faith chapel may contain the consecrated elements of both Catholic and Anglican Churches, provided they are clearly distinguished one from the other.
- Keeping the pyx with the Blessed Sacrament in a drawer or general cupboard in the chaplain's office is not allowed.
- Where there is no tabernacle available at a hospital, the norm is that communion ministers bring the consecrated host from their parish church or a designated church close by. Parishes must provide convenient access for hospital communion ministers to enable them to bring communion to the sick and dying whenever required.
- Unless exceptional circumstances require it, communion ministers do not normally keep the Blessed Sacrament in their homes or handbags for an extended period before bringing it to the sick.
- Communion may be administered to sick under the form of wine if this is required. The communion minister would normally bring the consecrated wine in a sealed bottle directly from the celebration of the Mass.
- If there is no tabernacle, any hosts left over after communion to the sick should be consumed by the minister.

Rites celebrated

- Mass may be celebrated in any hospital chapel or even in a common space set aside for the occasion.
- Where Mass is celebrated at a hospital, communion is ideally taken by the ministers directly from the altar to the sickbed.

- The celebration of a blessing for the sick or the sacrament of anointing the sick may take place in a hospital chapel.
- Viaticum may be celebrated at a Mass in the hospital chapel, followed by the prayers for the commendation of the dying, though these 'last rites' would more commonly take place at the bedside.
- Emergency baptism may be celebrated with the family in the hospital chapel.
- Where appropriate, the Catholic funeral rites may be celebrated in a hospital chapel.
- In a hospital setting, ministers of other Christian Churches or ecclesial communities may celebrate rites in a Catholic chapel in consultation with the Catholic chaplain. Civil or non-Christian rites should normally be held in another common space in the hospital.

3. AGED CARE

Responsibility

- In general, responsibility for aged care homes belongs to the parish priest of the parish in which they are built.
- The parish priest will be directly responsible for a Catholic chapel, with or without the reservation of the Blessed Sacrament. He has the care of its vessels, vestments and liturgical books.
- The parish priest will liaise with others on the management of an ecumenical or inter-faith chapel, whether in a Catholic aged care facility, a place belonging to another Christian church, or a non-denominational facility. He will be responsible for the care of any Catholic books, vestments and vessels which may be kept there.

Reservation

- The Blessed Sacrament may only be reserved in a permanent Catholic chapel. It may not be reserved in a multi-purpose space or in an ecumenical prayer space.
- Where the Blessed Sacrament is reserved in a Catholic chapel, the parish priest must celebrate Mass regularly, as far as possible at least fortnightly.

Rites Celebrated

- In an aged care community, Mass may be celebrated in any chapel or even in a common space set aside for the occasion.
- Where Mass is celebrated at a nursing home, communion is ideally taken by the ministers directly from the altar to the sickbed.

- The celebration of a blessing for the sick or the sacrament of anointing the sick may take place in the chapel of an aged care facility.
- In a Catholic aged care facility, ministers of other Christian Churches or ecclesial communities may celebrate rites in a Catholic chapel in consultation with the ordained Catholic chaplain. Civil or non-Christian rites should normally be held in another common space in the complex.
- Non-Christian or civil funeral rites are not allowed in a Catholic chapel.

4. ACADEMIC

Responsibility

- The chapel at Australian Catholic University is administered by the Holy Spirit Provincial Seminary.
- A Catholic university college chapel where the Blessed Sacrament is reserved is the responsibility of the ordained Catholic chaplain or college pastoral director.
- In the case of a Christian (ecumenical) chapel or a religious (inter-faith) space, a Catholic chaplain may share joint responsibility for the space but has the sole care of any Catholic books, vestments and vessels which may be kept there.
- Care of chapels in secondary schools, whether parish, archdiocesan or independent, whether the Blessed Sacrament is reserved there or not, should be located within the college leadership team, normally with the APRE or pastoral director.
- Specific procedures need to be established for booking, celebrating and recording weddings.

Reservation

- The Blessed Sacrament may only be reserved in a permanent Catholic chapel. It may not be reserved in a multi-purpose space or in an ecumenical prayer space.
- Where the sacrament is reserved, a priest must celebrate Mass regularly, as far as possible at least fortnightly.

Rites Celebrated

- Liturgy celebrated for students, whether eucharistic or not, properly takes place in university and school chapels.

- A chapel may also be used for other pastoral activities such as graduation, school assembly or parents' information, but is not reduced to a general purpose social space.
- Catholic weddings may be celebrated in the Catholic chapel of a university or school with the permission of the couple's parish priest. The weddings must abide by all the requirements of Canon Law, and be duly registered in an official church register, with the marriage papers lodged in the local parish.
- An annual report on Catholic weddings is to be provided to the Archbishop, listing the couple's names, the date, the celebrant and where the marriage papers are lodged.
- Ministers of other Christian Churches or ecclesial communities may conduct religious weddings in Catholic university or school chapels with the permission of the Archbishop. The Archbishop cannot give permission for the wedding of a divorced Catholic without a declaration of freedom to marry from a tribunal of the Catholic Church. If the Blessed Sacrament is reserved in the chapel, it may be considered appropriate to remove it out of respect for the Christian service.
- Non-Christian weddings, or same-sex weddings, or weddings with a civil celebrant are not allowed.
- Baptism and Confirmation rites take place in the parish church. The specific permission of the Archbishop is required if it is desired to celebrate one of these sacraments in a university or school chapel.
- Where appropriate, the Catholic funeral rites may be celebrated in a university or school chapel.



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