

2021 Weddings at the Chapel of St. Ignatius

Pandemic Protocol Guidelines

COVID-19 Protocols and Chapel Access

- 6 feet social distancing measures must be maintained throughout Chapel at all times. The bride and groom will sit together during the liturgy in the sanctuary area. The priest will also be seated in the sanctuary, 6 feet away from the couple.
- Mask will be worn at all times, per the [SU Face Covering Policy](#). The bride and groom may be unmasked during the exchange of vows/rings itself. During this time of the liturgy there will be a 10 feet distancing between the couple and all others.
- Seating in the Chapel as currently designated will be maintained, with only individual seating, six feet apart available. The exception is for the bride and groom (who will sit together in the altar area) and parents with small children who can sit together six feet from other congregants. The seating plan will be confirmed one week before the wedding to accommodate parents with small children.
- Music: Each wedding can have one instrumentalist and one cantor. The Campus Minister for Liturgical Music must approve all music, per the typical Chapel Wedding Policy. There will be no congregational singing and the cantor must be masked and separated by 15 feet from the instrumentalist and 20 feet from the attendees.
- The couple will be allowed to ring the bells at the conclusion of the wedding and be photographed together briefly outdoors or indoors (unmasked) socially distanced from photographer and all others. Everyone else must be masked at all times for photos. Photos of guests unmasked will not be allowed on the premises, unless state and SU guidelines change.
- Communion protocols will comply with existing procedures for daily and Sunday Mass.
- A rehearsal in the Chapel will not be included, instead a Zoom meeting of relevant participants will be conducted. The wedding party will have access to the Chapel one hour before the wedding for any necessary set-up. The wedding party will be expected to depart from the Chapel within 45 minutes after the conclusion of the service.
- The bride and groom should arrive at least 20 minutes before the wedding start time, to ensure that the liturgy begins on time. Wedding liturgies must begin promptly at the designated start time out of respect for your guests, staff, and any other liturgies scheduled for that day.
- The bridal room will not be available for use due to lack of space for social distancing.

- Due to the reduced numbers Campus Ministry is not requiring a block parking fee to cover all guest parking on campus. Guests may pay to park on campus or may park in the neighborhood.
- The restrooms in the Chapel have been adjusted to single occupancy. All guests must follow all posted signage and protocols for restroom use in the Chapel, and remain 6 feet physical distanced apart from others while waiting to use the restroom.

Guests and Check in Protocols

- Attendance is capped at 24 including a photographer. This does not include priest, 1 instrumentalist, 1 cantor, and 1 staff Campus Ministry staff member, and the couple (30 total). Children count towards the cap on attendance.
- The bride and groom will be responsible for communicating the guidelines to guests and sending the relevant documents, including a link to the Terms and Conditions agreement and the Safe Start Health Check. They will designate a person from their party to check guests in at the door.
- All attendees will agree in writing or electronically to the terms and conditions used for attending Mass (this includes agreeing to social distancing, seating arrangements, masks, Safe Start Health check, notifying DPS if symptoms of COVID and/or positive COVID test within 14 days of wedding).
- A list of all attendees will be submitted to Campus Ministry 1 week before the wedding and attendees will be checked in at the door to ensure accurate numbers and for purposes of contact tracing.
- All attendees will be required to display compliance with Seattle University's Safe Start Health Check at check-in and they will undergo a temperature check.
- The couple is responsible for designating one guest to check in all attendees and administer the temperature check. Campus Ministry will provide all check in materials, including a thermometer. This designated guest should arrive at least 45 minutes before the wedding start time to be trained and ready to begin the check-in process.
- **All attendees will be responsible for reporting** if they develop symptoms consistent with COVID-19 within 48 hours of visiting the Chapel, if they test positive for COVID-19, or if they learn that they came into contact with someone who has tested positive for COVID-19 prior to attending the wedding. Reports must be made immediately to Seattle University Public Safety at covid-19-report@seattleu.edu or 206-296-5990.

Seattle U Campus Ministry Responsibilities

- A designated COVID-19 Supervisor will be onsite overseeing the wedding, per Archdiocesan requirements (Campus Ministry full-time staff member).

- We will work with facilities and custodial staff to ensure that the HVAC is turned on, necessary cleaning is scheduled, and hand and surface sanitizers are fully stocked.
- The Campus Minister for Liturgy will share a fillable Chapel seating map with the couple 30 days before the wedding, which the couple can use to designate seating in the Chapel for all guests. Seating charts must be confirmed by 1 week before the wedding.
- The Campus Minister for Liturgy will provide an electronic agreement form for all attendees to complete. This form and the link to the Safe Start Health Check will be shared with the couple 30 days before the wedding. Print copies of this agreement for all guests will be available at the Chapel doors.

For Weddings with Mass

- The Sign of Peace will not be shared, and Communion will not be offered from the cup.
- Communion will be given **only in the hand**, not on the tongue.
- Proper communion protocols will be communicated to all guests as part of the terms of attendance guests agree to before arrival at the Chapel.

Environment and Flowers

- During each liturgical season the Chapel will have different environmental set up. During the pandemic our Chapel environment is minimal. The Chapel is available to the couple “as is” for their wedding. The Chapel staff will not move any of our decorations, plants, or environment for a wedding. You may move plants (in consultation with the Chapel staff), but you must return everything to the default setting after your wedding.
- Flowers: Arrangements for the altar are permitted, but our staff recommends an arrangement in front of the ambo, or behind the altar (flanking the gold leaf). Speak to Campus Minister for Liturgy for information and ideas for flowers. Please let us know ahead of time if you intend to donate the flowers from your wedding to the chapel.
- Pew Decorations: Affixing flowers or candles to the chapel pews is not allowed due to damage concerns.
- Aisle runners or items on the floor: are not permitted due to safety concerns.
- Thrown flower petals (fresh or made of silk) are not permitted due to damage concerns, and the safety of those walking.
- Candles beyond those used in the sanctuary for the altar or ambo are not allowed. In keeping with the liturgical rites of the Catholic Church, “Unity Candles” are not used.
- Tables for programs and guest book: These may be placed in the narthex. The Chapel staff can offer you small stands for this purpose. If a guest book is used, the couple would be responsible for providing sufficient pens for single use by guests (the Chapel staff will provide a “clean” and “used” container)

Food and Drink:

- Eat and drink well before your wedding. Food and drink are not allowed in the Chapel.
- Alcoholic beverages before the wedding are not allowed under any circumstances, and are not permitted on chapel grounds. Please inform your family and friends of this policy; it is a non-negotiable.

Photography/Videography:

- The chapel is available for pictures before the wedding liturgy during the access time (one hour before the ceremony start time) with photos stopping 1/2 hour before the ceremony. The chapel is generally not available for photographs following the ceremony, unless special arrangements are made with the Campus Minister for Liturgy.
- Limited flash photography is permitted, but any flash photography during the ceremony must be muted. Photographers will be required to maintain 6 feet of distancing from guests at all times.
- Video cameras are permitted but the camera must remain behind worshippers in a fixed position throughout the ceremony, and video lighting is not permitted. Due to the technology in the Chapel, we are not able to directly record audio from our sound system.
- The Chapel is not equipped with Wi-Fi and cannot offer livestream services.
- Photographers and Videographers should not interfere with any aspect of the procession, liturgy, or recessional. Posing during the liturgy, waving to the couple or distracting from the ceremony is not allowed.

Care of the facilities:

- At the end of the wedding liturgy designated person should also check the Chapel for anything left by your wedding party. Flowers, boxes, programs, etc. should be removed following the ceremony unless prior arrangements have been made with the Campus Minister for Liturgy. All trash should be removed to bins outside the Chapel. All valuables left behind will be immediately remitted by staff to the office of Public Safety at 206.296.5990.
- Outdoor spaces: You are welcome to take photos for your wedding around campus. Please note that the use of rice, confetti, birdseed or flower petals, inside or outside, is not allowed. Under no circumstances is anyone allowed to enter into the Reflection Pool. Please remind your guests to remain masked at all times on campus.