

# COVID-19 and the Red Box

## Red Box collecting guidance

As our Parishes begin to re-open, you may be considering how and when Red Boxes can be collected and donations processed.

You can continue to encourage your Red Box holders to donate in different ways, as suggested on the 'Let's think outside the Box!' postcard.

Other things to take into consideration, if and when boxes are opened, are:

**Please count the money in your Red Box and:**

 <b>Send a cheque</b> Make it payable to Missio-Mill Hill and post it to Red Box, 23 Eccleston Square, London SW1V 1NU	 <b>Give online</b> Scan the QR code above or go to <a href="http://missio.org.uk/redbox">missio.org.uk/redbox</a> You can use the camera on your phone, just use it to look at the QR code above	 <b>Give via Text</b> Text REDBOX 5 (to donate £5) or REDBOX 10 (to donate £10) to 70085 This costs £5 or £10 plus your standard rate message	 <b>By phone</b> Call us on 020 7821 9755 during office hours to donate with your credit or debit card	 <b>Bank transfer</b> Account Name: Missio Sort Code: 16-00-16 Account Number: 10824230 Reference: RB+ your postcode
--	--	--	--	---

Please continue to pray for our sisters and brothers overseas and all missionaries who share God's love – they tell us the love and strength they receive from us keeps them going.

Money given through the Red Box goes to support both the work of Missio and the Mill Hill Missionaries:  
missio.org.uk Registered Charity No 1056651 | [millhillmissionaries.com](http://millhillmissionaries.com) Registered Charity No 220990

missio  
Today. Tomorrow. Together.

## Before collecting

- Check and follow the guidance from the Bishops' Conference of England & Wales when visiting our churches. [www.cbcew.org.uk/home/our-work/health-social-care/coronavirus-guidelines/](http://www.cbcew.org.uk/home/our-work/health-social-care/coronavirus-guidelines/)

*'The Government maintains that the 2m social distancing requirements should be applied where possible. The Government has said it is possible to go to "1m plus;" this means you can space people more closely (with a minimum of 1m) providing a mitigation of risk is also applied. In the case of our churches, this would mean the compulsory wearing of a face covering for members of the congregation.'*

Guidance for the Celebration of Mass CBCEW 7th July 2020 Revision 7

- Contact your Parish Priest as they are responsible for the safe opening and running of the parish. Work with the parish stewards to ensure the health and safety of all.
- Follow local and national guidelines, prioritising your health and safety.

## Collecting donations

- At church:
  - Ask Red Box holders to collect the Missio collecting envelopes from church.
  - Ask Red Box holders to return the labelled envelopes, at an agreed time, to a box/basket placed in church before Mass, under the supervision of parish stewards.
  - After 72 hours the envelopes can be handled and money counted (the Covid-19 virus may be able to survive on surfaces for up to 72 hours).

*'Plates or other collecting boxes for cash offerings should be placed at the entrances and exits of churches, and this should be overseen by stewards. The collection should be consolidated into plastic bags, sealed, placed into a secure location and left for 72 hours before counting. Counters should wear gloves when doing this task and the area should be well ventilated and cleaned before and afterwards.'*

Guidance for the Celebration of Mass CBCEW 7th July 2020 Revision 7

- Outside of church:
  - Ask Red Box holders to empty their donations into the Missio Collecting envelopes or any other large envelopes, ensuring that the Red Box Holder's name and address are recorded on the envelope.
  - Arrange a suitable time to collect whilst using social distancing.
    - Wash your hands or use hand sanitiser (for the sanitiser to be effective against the Covid-19 virus it must be alcohol-based, containing a minimum of 60% alcohol) immediately after handling envelopes and wait 72 hours before counting money.

## Handling cash

There are currently no specific guidelines for handling cash during the Covid-19 pandemic. However, waiting 72 hours before handling donations and practising good hygiene will help to lower the risk of contamination.

- Wear gloves and use a well ventilated, clean area.
- Process one donation (envelope) at any one time.
- Wash your hands thoroughly after handling each donation.
- Clean the area thoroughly using household cleaning products.

## Keeping up to date

Keep up to date with the current guidance for the Catholic Church in England & Wales by visiting: [www.cbcew.org.uk/home/our-work/health-social-care/coronavirus-guidelines/](http://www.cbcew.org.uk/home/our-work/health-social-care/coronavirus-guidelines/)

For Government guidance in England visit: <https://www.gov.uk/coronavirus>

For Government guidance in Wales visit: <https://gov.wales/coronavirus>

Visit our dedicated page for Local Secretaries: <https://missio.org.uk/ls>

Join our community of Local Secretaries on Facebook: <https://www.facebook.com/groups/RedBoxLS/>

If you have any questions relating to the Red Box, including about COVID-19 and collections, or to order collecting envelopes and additional resources, email us: [redbox@missio.org.uk](mailto:redbox@missio.org.uk)

20 July 2020

