

## **Sha'arei Tsedek Covid-19 Working Policy**

Following a meeting of the Coronavirus working party, the following policy will now be put into place as of September 2021. This is in line with general opening up of society but bearing in mind our commitment to keep the community safe as far as we can.

### **These procedures to be followed for all in person activities**

#### **Attendees**

- Booking for services will continue in order that we can track and trace who is in the building.
- The balloting system will no longer be used
- Numbers for services has been raised to 75 people including participants.
- The security guard will be present at every event and will have a printed list of attendees.
- All attendees will be asked to tick a box agreeing to the Covid terms and conditions (see below).
- Volunteer/ steward/ staff member to ensure that people do not mingle in groups of more than 6 before, after or during any event. Attendees should keep 2 metres distance if not in a predefined cluster of 6.

#### **Entry**

- There will be a sanitiser on the wall in the vestibule. A volunteer / staff member will be present to ensure that attendees hand sanitize upon entry. Masks will be available at the site entrance to issue to anyone who does not have their own mask.

#### **Signage**

Covid-19 signage to encourage mask wearing to be put in place at various locations.

#### **Synagogue hall**

- Sanitiser is available in the main entrance and should be used before entering the synagogue sanctuary.
- Stewards will encourage families / individuals to sit apart from each other.
- Ventilation: See specific instructions. Caretaker will be trained appropriately.
- If necessary a plexiglass screen will be situated between the prayer leader and the congregation; if prayer leaders remove masks whilst leading, they will be distanced at least 2m away from anyone else in the room; everyone else in the room will have masks on at all times
- At the end of any service, attendees will be directed to file out of the room row by row, cluster by cluster, and a steward to direct attendees off the site socially distanced, and as quickly and efficiently as possible.

### **Kiddush hall and small hall**

- Windows must be open at all times no matter what the weather. Comfort cooling can only be used when the windows are open.

### **Toilets**

- As far as possible social distancing should be in place in and around the toilets. All attendees should wash their hands before and after using the toilet.

### **Corridors**

- As far as possible social distancing should remain in place in and around the corridors.

### **Cleaning**

- All chairs, door handles etc will be cleaned after each event as outlined in the risk assessment.

### **Refreshments**

- Kiddushim will recommence in a safe way.

### **Personal Etiquette /hygiene**

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the nearest rubbish bin. Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol
- We would like everyone to continue to wear a mask in the building and when around people not living in their household, especially when social distancing is difficult to maintain. Masks should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.

### **Ventilation instructions :**

- Kiddush Hall : The comfort cooling can be used if the windows are open.
- Synagogue Hall : The comfort cooling system recirculates existing air and SHOULD NOT be used during an event. However it can be used before and after.

The air circulation system brings fresh air into the system and extracts stale air and this should be kept on as it keeps the air moving through and must be in of people are in the synagogue hall.

The comfort cooling system can be used if the air circulation is on.

### **Special instructions for Services**

- The rabbi or warden will direct the family and anyone who plays a part in the service, and ensure that they remain socially distant during the ceremony.
- There will be a designated family zone around the bimah and the service leader will be based around the lectern. Singing is led from the second lectern.
- The bar/ bat mitzvah will do all their reading from the reading desk, and service leader does all leading from the lectern.
- Antiseptic wipes will be on the bimah, we expect everyone to wash their hands / sanitise before the service begins.
- We use a wooden scroll holder to hold the sefer Torah, enabling it to stay open easily without handling and passing it back and forth.