



HALE SHULE

Please follow these guidelines to ensure the safety of all Hale Shule attendees & so that the Shule building remains a safe environment

Guidelines for Hale Shule

1. It is every individual's responsibility to help protect the safety & wellbeing of fellow Members
2. PLEASE DO NOT COME TO HALE SHULE BUT RATHER STAY AT HOME & SELF-ISOLATE if you feel unwell or if you have experienced any of the following COVID-19 symptoms (or have been in contact with anyone experiencing them) within the last 14 days:
 - i. a high temperature
 - ii. a new continuous cough
 - iii. loss of, or change to, your normal sense of smell or taste
 - iv. developed a new skin rash
3. You must immediately advise the Shule office if you develop any COVID-19 symptoms or test positive & have attended the Shule building or any Service within the previous 14 days
4. Face coverings are required to be worn indoors at all times by all attendees
5. Entering & exiting the Shule building should be done swiftly & safely
6. Maintain 2 metres social distancing wherever possible both indoors & outdoors
7. Follow the signs & markings around the Shule building & grounds
8. Do not congregate in groups, other than within your own household
9. Cloakrooms will not be in use & remain locked – please keep your coats with you
10. Toilets – no more than 2 people allowed at a time (operating a one in, one out policy)
11. No parking allowed in the Shule car park or outside the Shule building during Shacharit
12. When attending Hale Shule & Services, stay alert & reduce the spread of infection by:
 - i. washing hands regularly for 20 seconds using soap & water & drying thoroughly
 - ii. using hand sanitiser – provided around the Shule building
 - iii. covering coughs & sneezes with a clean tissue or a flexed elbow
 - iv. avoid touching your face & avoid / limit contact with other people
 - v. following direction from the designated COVID-19 Steward or Honorary Officers

Please note

1. A Shule Reopening Task Force was put together to plan, process & oversee the safe reopening of Hale Shule & we opted for a phased, controlled & cautious approach to the reopening process.
2. We have closely followed & continue to monitor Government guidelines as well as guidance from the Office of the Chief Rabbi, the United Synagogue & the Hale Shule Health & Safety Committee to ensure that we minimise the risk of spreading the virus & stay as safe as possible.
3. We have undertaken various site surveys & risk assessments as well as putting in place a number of measures to meet COVID-19 safety requirements for the safe use of places of worship.
4. Following a similar process, Hale Shule Nursery has also reopened safely.

Thank you for your understanding, patience & support as well as your full co-operation in adhering to these guidelines



SHULE SERVICES

Please follow these guidelines to ensure the safety of all Hale Shule Service attendees & so that each Service can run smoothly, efficiently & on time

Services	Sun	Mon	Tue	Wed	Thu	Fri	Shabbat
Shacharit	9:00am	8:00am	8:00am	8:00am	8:00am	8:00am	9:30am
Mincha & Ma'ariv	7:30pm	7:30pm	7:30pm	7:30pm	7:30pm	see Newsletter	

Guidelines for Services

1. All Service attendees must be asymptomatic
2. Pre-registration is required for attendance at **ALL** Weekday & Shabbat Services
3. Pre-register through the 'Prayin.io' software, using the link <https://prayin.io/rwd-liz-jwy>
4. Consent must be given to support the NHS Test & Trace programme for contact tracing
5. Shabbat Services – pre-registration open until Fri 12 noon or seating capacity is reached
6. All Services will take place in the main Shule
7. Please arrive on time so that the Services can start promptly
8. Weekday Services – please bring with you & take back home your own Tallit, Tefillin & Siddur
9. Shabbat Services – we encourage the use of your own Tallit & Siddur which should be placed in a cover or a bag & left in a box in Shule prior to Shabbat
10. Face coverings are required to be worn indoors at all times by all attendees
11. Maintain 2 metres social distancing wherever possible
12. Follow the signs & markings around the Shule – operating a one-way system
13. Only use the seats that have been clearly marked for use
14. During the Service, it is preferable for attendees to remain seated or standing in place
15. Refrain from singing or raising your voice loudly
16. Refrain from kissing the Sefer Torah, Mezuzot or Tallitot
17. Refrain from handshaking or kissing
18. We are unable to provide a communal Kiddush or Seuda Shelishit at this time
19. We are unable to accommodate children under the age of 12 years at this time
20. If you feel unwell during a Service, you must immediately advise the COVID-19 Steward or an Honorary Officer present & promptly leave the Shule building

Please note

1. There is no pressure for anyone to attend Services until they feel safe & comfortable or are in a position to do so & we respect each individual's personal choices.
2. For those unable to attend Services in person, all Weekday Services will continue to be streamed live via Zoom using the usual login link <https://bit.ly/2W4UlgN> ROOM NUMBER 980 884 6666.
3. Additional cleaning & disinfection protocols have been put in place to clean & disinfect the Shule building & touch points following each Service as well as regular maintenance.

Thank you for your understanding, patience & support as well as your full co-operation in adhering to these guidelines



CONSENT FORMS

**Please complete, sign & return the following Consent Forms to the Shule office
in order to be permitted to attend Services at Hale Shule**

Attendance Consent Form

Due to the ongoing pandemic & to minimise the risk of spreading COVID-19, it is necessary to ensure that everyone who wishes to attend Services at Hale Shule confirm that they are in good health.

I confirm that I am in good health & have not tested positive for COVID-19 nor experienced any of the following COVID-19 symptoms (or have been in contact with anyone experiencing these symptoms) within the last 14 days:

- i. a high temperature
- ii. a new continuous cough
- iii. a loss of, or change to, normal sense of smell or taste
- iv. developed a new skin rash

I consent to only attending Services at Hale Shule if the above is true & correct. However, If I develop any COVID-19 symptoms or test positive for COVID-19 & have attended the Shule building or any Service within the previous 14 days, I will immediately advise the Shule office.

I understand that I cannot attend Hale Shule Services if I am self-isolating, in accordance with Government guidelines, having returned to the UK from a non-exempt country.

Signed Print Name

Date

NHS Test & Trace Consent Form

In order to support the NHS Test & Trace programme, we are taking contact details for all Service attendees, as well as recording times entering & leaving Hale Shule.

In line with guidance issued by the Department for Health & Social Care, we will keep your details safely & in compliance with GDPR legislation for 21 days before securely disposing of or deleting them. We will only share your details with NHS Test & Trace, if asked, in the event that it is needed to help stop the spread of COVID-19. We will not use your details for any other purposes or pass them on to anyone else. Thank you for your understanding.

If you agree to providing your information for this reason, please complete this Consent Form:

Signed Print Name

Date Phone No.

Only when these Consent Forms have been completed, signed & returned to the Shule office by e-mail or hand, will Members be allowed to attend Shule Services. Confirmation, by e-mail, to the Shule office that you understand & consent to these forms will suffice.