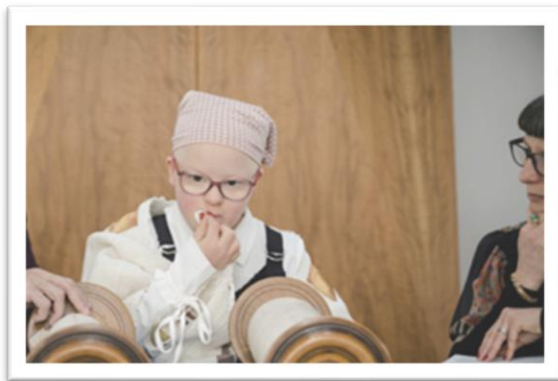




# **B'NEI MITZVAH HANDBOOK**

**JANUARY 2024**



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## Celebrating your B.Mitzvah at NNLS

Celebrating a B.Mitzvah is a joyous occasion in our Jewish lives. It is an affirmation of our commitment to Jewish tradition, an opportunity to continue our Jewish learning and a time to deepen our connection with our community and its values.

The B.Mitzvah programme here at NNLS requires a combination of study, regular synagogue attendance and positive engagement with Jewish practice for the whole family. We hope this will strengthen your relationship both with Judaism and with our congregation.

Here at NNLS we provide a clear structure to support your family throughout this process and help you fulfil our expectations and requirements. We hope that this will be a rewarding, enjoyable and meaningful part of your family's Jewish journey.

This booklet aims to break down the process and share with you the expectations and opportunities for celebrating your B.Mitzvah.

The NNLS community is committed to creating a welcoming, inclusive environment for all our students. We will always do our very best to make every family feel included in all aspects of synagogue life.

Before any simchah, we meet with each family to discuss your ideas, questions, and needs whether these are about your Jewish background and traditions, your child's educational or emotional needs. We also have experience working with trans and non-binary teens, and we would be delighted to meet with you to plan a simchah that honours your child's gender identity and is deeply rooted in Jewish tradition.

We look forward to learning and celebrating with you. We want to assure you that we will do our best to support you throughout the journey so that it is both meaningful and enriching for your whole family.

Thank you for being part of this Jewish journey.

Niki Jackson

Rabbi Jonathan Wittenberg

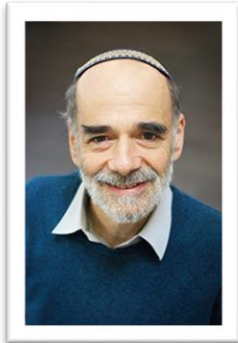
Rabbi Zahavit Shalev

Rabbi Lara Haft Yom-Tov

Rabbi Yael Jaffe

## Meet the Key People

### RABBINIC TEAM



Rabbi Jonathan Wittenberg



Rabbi Zahavit Shalev

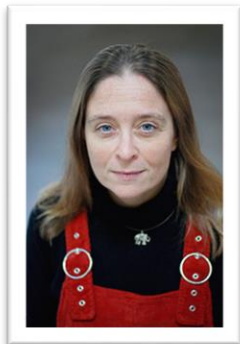


Rabbi Lara Haft Yom-Tov



Rabbi Yael Jaffe

### EDUCATION TEAM



Niki Jackson

*Director of Education*



Annika Shuette

*Assistant Director of Education*



Adam Stephens

*Assistant Director of Education*



*B'nei Mitzvah Coordinator*



Evelyn Tyler

*Liaison Coordinator*

## Overview of the B.Mitzvah Requirements at NNLS

The B.Mitzvah process requires a combination of study, regular synagogue attendance and positive engagement with Jewish practice for the whole family. Here at NNLS we provide a clear structure to support your family throughout this process and help you fulfil the expectations and requirements. We hope that this will be a rewarding, enjoyable and meaningful step in your family's Jewish journey.

The basic requirements that we have outlined here shape the preparation process for you as a family. We are, of course, open to discuss each child's individual needs to ensure that the B.Mitzvah process is a personalised and enriching one for everyone.

### 1. HADERECH

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Students must attend the Haderech education programme which starts approximately two to three years before your *simchah*. It runs on Wednesday afternoons during term time.

### 2. SYNAGOGUE ATTENDANCE

We ask you to come to synagogue at least once a month, starting two years before your *simchah*. In the year before your *simchah*, we recommend attending at least twice a month and to come to a combination of Friday night and Shabbat morning services.

### 3. SHABBAT ENGAGEMENT

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We organise educational activities on Friday nights and Shabbat mornings to help families extend their knowledge about services.

### 4. PRAYER LEADING AND LEYNING

PAGE 13

B'nei Mitzvah students are required to lead the congregation with prayers, and many students will also read from the Torah (*leyn*) and the *haftarah* (Book of Prophets). We provide a list of private tutors. Girls celebrating their Bat Mitzvah in the Traditional Service will recite three psalms instead of reading from the Torah.

### 5. WRITING A D'VAR TORAH

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All students are expected to deliver a short *d'var Torah* (450 words) at the Friday night service and on Shabbat. This is a short discourse on the *Torah* or *haftarah* portion from the week of their *simchah*. Through the process they learn about the *sedra* and start to consider how it is relevant to their life today and connecting them to their Jewish history and values.

### 6. FAMILY ENGAGEMENT

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We offer a wide range of family education opportunities to suit your knowledge and interests. Engagement in these helps to personalise and enrich the B.Mitzvah process.

### 7. VOLUNTEERING, TZEDAKAH AND TIKUN OLAM

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Most B'nei Mitzvah choose a charity and/or volunteering project in the run up to their *simchah*. This encourages our young people to learn new skills, take responsibility for others and apply their Jewish values of *tikun olam* in a very practical and rewarding way.

Haderech is our education provision which starts for students two to three years before their B.Mitzvah and continues until they are 16. It is a wonderful way to prepare them educationally for Jewish life and to deepen their connections to their community and their peers.



## Start Dates

Students in Year 6 start after the Chagim on Tuesdays.

Students in Year 7 & 8 come on Wednesdays.

This means that the students develop friendships within their cohort of students who will be celebrating around the same time

## Timings

### HADERECH CLUB AND CAFÉ

3.45pm

We collect the children from Akiva and bring them to NNLS. Students from other schools join us from 3.45pm.

During this time there is a café, table-tennis, sport and art and craft options, a socialising area with board games and a homework area which is run by our Noam movement workers.

A meal deal costs £3 and includes a main course, a healthy option and a treat.

Parents can pay in advance for the meals (£30 for the term) via this form on our website:

[www.mynnls.org.uk/form/Haderech-Food-Payment](http://www.mynnls.org.uk/form/Haderech-Food-Payment)

Students can also pay using a debit card or cash.

## HEBREW

Choice of	1.	4.15pm–4.45pm
	2.	4.45pm–5.15pm
	3.	6.00pm–6.30pm

We use a Hebrew programme called *Mitkadem* which focuses on Hebrew reading and prayers to help familiarise the children with the prayers they need to know for their B.Mitzvah.

The students are grouped according to their Hebrew ability and study in small groups of 4-5 children.

## B'NEI MITZVAH CURRICULUM LESSON

5.15pm–6.00pm

Each term students will study a new course which focuses on their connection to their B.Mitzvah. They will study with a different Rabbi or teacher each term to enable them to get to know the leadership of the community. The courses are:

- Me and My Relationship with God and Prayer
- Me and My Community
- Me and My Relationship with the *Torah*
- Me and My Responsibilities as a B.Mitzvah
- Me and My Jewish Values
- Me and My Jewish Identity
- The Shabbat Morning Service

6.00pm–6.30pm

If students have had Hebrew at 4.15pm or 4.45pm then they are free to go home. If they haven't, they can have their Hebrew lesson at 6.00pm.

## Mentoring

In the year before their B.Mitzvah students will be allocated a mentor (an older teen from the community) who will teach them the prayers they will need to lead in the Shabbat service.

If they are waiting for older siblings, who finish later, they are welcome to wait in the café/chill-out area.

## Text Track

At NNLS, we're always looking to improve our educational programming to meet the needs of as many children and their families as possible. That's why this year, in response to requests from several families, we are beginning a new programme at Haderech that we're calling the Haderech Text Track.

The Text Track is about having our children engage in our sacred texts at a high level, pushing them to develop skills in reading, understanding and challenging our most important books, such as the *Torah* with Rashi's commentary, the *Mishnah* and the *Talmud*.



It is a track in which we expect a lot from the participating families, in terms of both attendance and home support, and we believe it will be a way to push our children to have better understanding of and access to our traditions. We'll be studying in *chevrutah* (traditional learning pairs) and Shiur (full class discussion), learning engaging stories, challenging laws and subjects that we hope will spark the interest of the children.

The Haderech Text Track is for Year 7 students on Wednesday for the academic year. It runs parallel to the main curriculum from 5.00-6.00pm and the students will then do their Hebrew or mentoring session until 6.45pm.

## Costs

Haderech costs £261 per annum (£21.75 per month) which is added on to your annual bill, paid as part of your monthly direct debit.



## Shabbat Engagement and Explanation of Key Activities

**NB: For all the events below, your class will be emailed with the dates.**

### **EREV GIBUSH**

Before they start Haderech, we hold an opening event for all of Year 6 to officially welcome them to the B'nei Mitzvah programme.

### **SHABBAT DINNERS AND LUNCHESES FOR YEARS 6 & 7**

In Years 6 & 7 we will invite you to join your cohort for a service and meal so that you can start to become familiar with the services you will participate in and also get to know the other.

### **EVENING OF CREATIVITY FOR YEARS 6 & 7**

We invite families to join in with one Haderech evening at the end of the spring term to learn about and create your own Jewish artifact.

### **TORAH BREAKFAST: WITH MICHAEL GLUCKMAN AND NNLS MADRICHIM**

#### **11am–12 noon**

A monthly Shabbat session for Years 5 & 6 about the Torah Portion that week, with games, quizzes, drama and a specially themed breakfast.

## TORAH & SHACHARIT EXPLANATORY SERVICE: WITH RABBI ZAHAVIT SHALEV

**11am–12 noon**

A chance to understand the choreography and traditions around the Torah service and practise the different roles. Open to all Haderech students and their families.

## D'VAR TORAH WORKSHOP: WITH MICHAEL GLUCKMAN

**8.15pm–10pm**

A practical and informative workshop for parents to help you support your children writing a *D'var Torah*. For parents whose children are 6-9 months before their B'nei Mitzvah.

We will email you with the next dates.



## Prayer

- All students are required to know the first paragraph of the *shema*, *kiddush* for Friday night and Shabbat, the *she'hechyanu* prayer and the Torah blessings.
- Students who are reading the *haftarah* need to know the blessings that are said before and after this section.
- Traditional girls learn three prayers/psalms: *ashrei*, *esa enai*, *anim zmirot*.
- Many students now learn additional *leyning* or learn how to lead additional prayers e.g. *mussaf*, the *Torah Service*, *havdalah*, *birkat hamazon*, though they will not necessarily recite these at their B.Mitzvah.

About a year before your *simchah*, your child will be appointed a mentor at Haderech to help them with the prayers they will be saying during their B.Mitzvah. Your child will receive an individualised learning book with all their requirements including a homework diary. Please ensure that they are practising regularly. If you are unsure of the tunes, please check out the sound files on our website.

[www.mynnls.org.uk/bnei-mitzvah-soundfiles](http://www.mynnls.org.uk/bnei-mitzvah-soundfiles)



## One-To-One Private Tuition

Students who are *leyning* (chanting from the Torah and/or reading a *haftarah*) need to engage a private B.Mitzvah tutor who will charge for their services (please discuss this with them directly).

Most students start off by learning *maftir* and *haftarah*, but many students learn additional *leyning* as well.

We encourage family members to learn to *leyn* as this makes for a very special experience for everyone.

Here is our recommended list of tutors:

- Norman Bar                                      normancbar1@gmail.com
- Debbie Bloom                                    debeebee@hotmail.com
- Debbie Freeman                                deborahfreeman1@aol.com
- Michael Gluckman                              michael@gluckman.co.uk
- Ayala Gottlieb Alter                            ayala.cello@me.com (from April 2024 on Zoom and September in-person)
- Michael Mocatta                                mmocatta@gmail.com (teaches Sefardi notes)
- Eitan Okrent                                    eitan.okrent@gmail.com
- Miki Shaw                                        heymiki@gmail.com
- Rabbi Lee Wax                                   lee.wax@me.com
- Steve Wax                                        swax77@googlemail.com
- Atira Winchester                                atiraw@gmail.com
- Anton Winston                                  antonjwinston@gmail.com

Girls celebrating in the Traditional Service usually need a number of lessons with **Hannah Simons** in the run up to their Bat Mitzvah and she will be in contact with you to arrange this. If you would like any extra private (chargeable) lessons earlier on, please contact Hannah, [hannah\\_simons@hotmail.com](mailto:hannah_simons@hotmail.com), directly to discuss this.

If you choose a tutor who is not from our recommended list please can you check if they are able to attend your *simchah* before you book them as we like the students to have support on the day.

Similarly if you choose a tutor who is not known to us we will ask for an early check in to ensure that students are on track

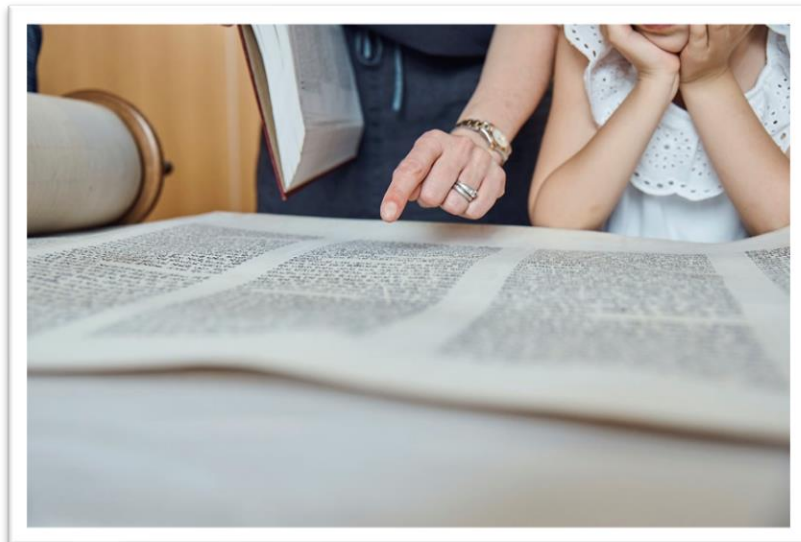
### Synagogue Attendance

The simplest and best way to prepare for a B.Mitzvah is to make a habit of attending services together, at least once a month, starting two years before your *simchah*. There is no substitute for frequent exposure to the liturgy, practice with Hebrew and understanding of the flow and choreography of the service.

In the year before your *simchah*, we recommend attending at least twice a month and to come to a combination of Friday night and Shabbat morning services.

We are always happy to offer friendly support in a service to help you navigate your way through and recognise the prayers. Please ask us if you would like this support.

When you are one year before your *simchah*, we will invite you to synagogue to your chosen *minyán* where we will acknowledge that you are one year away and, where possible, will offer a member of the family an *aliya*.



## Writing a D'var Torah

All students are expected to deliver a short *D'var Torah* (450 words) at the Friday night service and on Shabbat. This is a short discourse on the Torah or *haftarah* portion from the week of their *simchah*. Through the process they learn about the *sedra* and start to consider how it is relevant to their life today and thus connecting them to their Jewish history and values.

Approximately six months before your B.Mitzvah, your child should begin to prepare their *D'var Torah*.

There will be material in their Haderech folder which relates to their *parsha* (Torah portion) and we recommend looking at sites like:

[www.myjewishlearning.com/torah-portions/](http://www.myjewishlearning.com/torah-portions/)

[www.hadar.org/torah-category/weekly-divrei-torah](http://www.hadar.org/torah-category/weekly-divrei-torah)

<https://masorti.org.uk/category/jewish-study-texts-and-beliefs/weekly-parasha/>

A *parasha* is often made up of many stories, laws or themes. Please do not feel like you have to deal with the whole *parasha* or to list all its different parts. Pick one line or one word that interests or troubles you and focus on this. The best *Divrei Torah* focus on one theme or idea.

The basic structure should be roughly as follows:

<b>Paragraph 1 (30-50 words)</b>	This should be a very short introduction to the portion of the week. We recommend just a couple of sentences.
<b>Paragraph 2 (150 words)</b>	This should reference a theme or an idea from the <i>sedra</i> which you want to explore. You should then try and find a couple of rabbinic sources where your question has been discussed.
<b>Paragraph 3 (100 words)</b>	An analogy of the theme or idea which exists in the modern world, either from anecdotal family stories or from newspapers, etc.
<b>Paragraph 4 (100 words)</b>	What you have learnt; how, by studying this <i>sedra</i> , you could incorporate some of these lessons into your life.

*D'var Torah* Workshop: Parents will be invited to attend a *D'var Torah* Workshop to help support your child at 8.15pm on one of the following dates. We recommend you attend about 6-9 months before your *simchah*.

Family Shiur: We can also offer a family shiur where we pair up families with someone from the NNLS community who will give them a private shiur (a short informal lesson/discussion) lasting approximately 45 minutes to an hour to look at the themes of the *sedra* on the day of their B.Mitzvah. At least one parent or grandparent should attend with the B.Mitzvah which will assist with background information when their child is ready to start writing their *D'var Torah*.

Contact [BneiMitzvah@nnls-masorti.org.uk](mailto:BneiMitzvah@nnls-masorti.org.uk) to arrange this.

## Aliyot, Mitzvot and Leyning

The synagogue is delighted to be able to offer a number of *aliyot* and *mitzvot* on the Shabbat of your child's B.Mitzvah as it is our pleasure to honour family and friends at your *simchah*.

The synagogue does, however, have obligations to offer *Aliyot* and *mitzvot* to other members of the congregation (for example, members marking a *yahrzeit* or couples about to get married) which means that sometimes there can be limitations on what we can offer your family. There are also differences

in the conduct of services between our Traditional Service, Hakol Olin Service and Assif Service outlined below.

As there can be limitations, we encourage family members to consider learning some of the *leyning* themselves and to leyn instead of having an *aliya*. We are always very happy to help anyone who wishes to learn *leyning*. Please note, in our Traditional Service only men leyn from the Torah whereas in the Hakol Olin and Assif service both men and women leyn. Any *leyning* by family members does not reduce the number of *aliyot* or *mitzvot* we may be able to offer the family. It is important to inform your Family Liaison and advise the relevant person in your chosen service (see **Appendix 1: List of Contacts**) several months in advance of your *simchah* if your child or a family member/friend plans to do any additional *leyning*.

Leyning rotas are finalised two or three months prior to your B.Mitzvah date and your child's teacher should contact your Family Liaison or the synagogue to confirm exactly what your child (and family members/friends, if applicable) will be doing on the day. It is synagogue policy that anyone who is going to leyn is listened to in advance. This will be arranged by the *leyning* coordinator for two to three weeks before the *simchah*.

*Aliyot* are also governed by certain rules; for example, a father and son or two brothers cannot be called up one after the other. These rules apply to all services. They do not apply to *leyning* (e.g. a father can be called up immediately after his son has *leyned*).

When the family of the B.Mitzvah are *cohanim* or *levi'im* we can arrange an additional eighth *aliya* called an *acharon* (meaning 'last') to allow more family members to receive *aliyot* and *mitzvot*.

You will receive a letter regarding *aliyot* and *mitzvot* at least one month before your *simchah* date and would ask that you reply immediately in writing giving English/Hebrew names of the people you would like to receive *aliyot* and *mitzvot* and we will do our best to accommodate your requests. In Assif, you will be able to coordinate this with your Family Liaison.





## BAR MITZVAH IN THE TRADITIONAL SHACHARIT SERVICE AND B.MITZVAH IN THE HAKOL OLIN OR ASSIF SHACHARIT SERVICE

Generally, the B.Mitzvah *leyns* the *maftir* and then recites the *haftarah*. We welcome children to take on as much *leyning* as possible, and to lead parts of the service if they feel able to; it's a great chance to learn these skills that they can take forward on their Jewish journey. Your child's private tutor will be able to advise you about this. There are usually seven *aliyot* on a Shabbat and we generally offer the B.Mitzvah family the following:

- Either Cohen **or** Levi (if a family member or friend is a Cohen or a Levi).
- Up to three additional *aliyot* (up to two, rather than three, *aliyot* are offered in Assif, with a possible third offered on the day)

We also offer the family the following *mitzvot*:

- *gelilah* (dressing the Torah) **and/or** *petichah* (opening and closing the Ark).
- Prayer for the Community **and/or** Prayer for the State (in English).
- Prayer for the State of Israel (person **must** be fluent in Hebrew).
- *adon olam* (sometimes a younger sibling).
- In some services parents choose to recite a personal blessing (in English) to their child to mark the occasion. See **Appendix 3: Samples of B.Mitzvah Parent Prayers**.

## ROSH CHODESH PRAYER (FOR THE NEW MOON)

In the Traditional Service when your B.Mitzvah falls on the Shabbat immediately prior to *Rosh Chodesh* (you will be notified of this well in advance by the *shammas* when you receive your *aliyot* form), the mother of the B.Mitzvah will be given the opportunity to read the prayer for the New Moon (in English) from the *bimah*.

*"May it be Your Will, Lord our God and God of our fathers, to renew for us this coming month for good and blessing. Grant us long life, a life of peace, a life of goodness, a life of blessing, a life of sustenance, a life of physical health, a life marked by reverence for heaven and dread of sin, a life without shame or disgrace, a life of wealth and honour, a life in which we have love for the Torah and reverence for heaven, a life in which our heart's desires are fulfilled for good. Amen, Selah."*

## BAT MITZVAH IN THE TRADITIONAL SERVICE – SHACHARIT (SHABBAT MORNING)

The Bat Mitzvah sings *ashrei*, *esa enai* and *anim zmirot* as part of the *shacharit* service. As a Bat Mitzvah does not *leyn* in the Traditional Service, the *haftarah* is sometimes sung by the Bat Mitzvah's father or by another male relative at the family's request. The person reciting the *haftarah* is called up for *maftir* but does not need to *leyn* this unless they wish to. A member of the community will be allocated to recite the *haftarah* if no family member wishes to do so.

Please let **Bernie Enlander**, [benlander@btinternet.com](mailto:benlander@btinternet.com), know if a family member would like to do this. **It is synagogue policy that anyone who is reciting a *haftarah* is listened to in advance.**

## Guide to Being Called Up (an *Aliya* to the *Torah*)

When you are called up, the person *leyning* will point to the place in the *Torah* where your portion begins. Using a corner of your *tallit*, touch the words then kiss the *tallit*. In egalitarian services a woman is called to the Torah, may use a *siddur* or a *tallit* to touch the words in the Torah, then kiss the *siddur/tallit*.

Bracha before reading the Torah Found on Page 412 of the Green Siddur

Recite the *bracha* over the closed *sefer torah* before the portion is read – the *bracha* will be on a card next to you.

בְּרַכּוּ אֶת יְיָ הַמְבָרֵךְ. YOU

בְּרוּךְ יְיָ הַמְבָרֵךְ לְעוֹלָם וָעֶד. CONGREGATION

בְּרוּךְ יְיָ הַמְבָרֵךְ לְעוֹלָם וָעֶד. YOU REPEAT

After saying the *bracha*, and during the whole *leyning* of this section, the *aliya* should hold the handle of the right-hand etz (*Torah* scroll).

[1] בְּרוּךְ אַתָּה יְיָ אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם, אֲשֶׁר בָּחַר בָּנוּ מִכָּל

[2] הָעַמִּים וְנָתַן לָנוּ אֶת תּוֹרָתוֹ. בְּרוּךְ אַתָּה יְיָ, נוֹתֵן הַתּוֹרָה.

At the end of the *Torah* reading, touch the *Torah* where the *parsha* ends (the reader will point to this for you) with the edge of your *siddur/tallit* and then kiss the *siddur/tallit*; close the *Torah* and read the second *bracha*.

Bless Adonai the blessed one.

Blessed Adonai, the blessed one for ever and all time.

Blessed are you, Adonai our God, King of the universe, who has chosen us from all peoples, and has given us His Torah. Blessed are you, Adonai, Giver of the Torah.

When the next person is called up, move around the *bimah* and stand where indicated, then wait until the next *parsha* is complete before going back to your seat.

Bracha after reading the Torah Found on Page 412 of the Green Siddur

[3] בְּרוּךְ אַתָּה יְיָ אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם, אֲשֶׁר נָתַן לָנוּ תּוֹרָה

[4] אֱמֶת, וְחַי עוֹלָם נָטַע בְּתוֹכֵנוּ. בְּרוּךְ אַתָּה יְיָ, נוֹתֵן הַתּוֹרָה

Blessed are you, Adonai our God, King of the universe, who has given us the Torah of truth, planting everlasting life within us. Blessed are you, Adonai Giver of the Torah.

If you would like a quick rehearsal, please ask your Family Liaison to arrange an informal run-through after a Shabbat service a few weeks before the *simchah* date.

When people are called up for an Aliyah they can be called up as the child of 1 or 2 parents in our community. We also have a gender-neutral Aliyah call up which is as follows:

נָא לְעֹמֵד (Hebrew name) \_\_\_\_\_

מִבֵּית (family name) \_\_\_\_\_

לְעֹלָה הַ (rishona, shnee-ah etc) \_\_\_\_\_

This is a link to the sound file of the blessings: [www.mynnls.org.uk/bnei-mitzvah-soundfiles](http://www.mynnls.org.uk/bnei-mitzvah-soundfiles)

## Explanation of the *Minchah* Service

The service begins with Psalm 145 and moves on to the reading of the *Torah*. The community stands, the Ark is opened and a *sefer torah* is taken out and paraded around the synagogue. The custom is to turn to face the *Torah* as it is carried round the synagogue so as never to present your back to its teachings.

On Shabbat afternoons, only a short portion is read from the *Torah*; the first section (*rishon*) of the much longer reading for the following Shabbat morning. The B.Mitzvah will give their *d'var Torah* at this point.

After the *Torah* reading, the *Torah* is held aloft so that the whole community can see the portion that has been read. The *Torah* is then paraded back around the synagogue before being returned to the Ark, while the community recites in Hebrew: 'It is a tree of life to those who grasp it ... its ways are ways of pleasantness and all its paths are peace'.

The Rabbi gives a short address based on the *Torah* and Jewish ethical literature but usually also focusing on current concerns and will then address the B.Mitzvah.

The service resumes with the *amidah* prayer which is always recited standing and is said partly in silence and partly out loud, led by whomever is taking the service.

The service concludes with short prayers and hymns; key amongst these is *kaddish*.

In the winter months, there is a *kiddush* after *minchah* and before *maariv* and *havdalah*. In the summer months, when there is no *maariv* or *havdalah*, the *kiddush* is at the conclusion of the service. The synagogue office will discuss with you the level of *kiddush* you require and liaise with you regarding the costs involved.

The start time of your *minchah* service will be fixed by the synagogue office and you will be advised on your confirmation letter. The service usually starts approximately 1½ hours before the end of Shabbat in winter and at 4.30pm in the summer.

## Aliyot, Mitzvot and Leyning in the Minchah Service

The synagogue is delighted to be able to offer a number of *aliyot* and *mitzvot* at the *minchah* service of your child's B.Mitzvah as it is our pleasure to honour family and friends at your *simchah*.

The *aliyot* which are offered to your family by both the traditional and egalitarian services are outlined below.

As there are only **three** *aliyot* (Cohen, Levi and Yisrael) during a *minchah* service, we are always very happy to have family members *leyning* where this is not already allocated to the Bar Mitzvah (traditional) or the B.Mitzvah (egalitarian).

The Yisrael is usually given to the B.Mitzvah. If a family member or friend is a Cohen or Levi we usually offer one of these *aliyot* to the family as well.

We offer the family the following *mitzvot* in the *minchah* service:

- *hagbah* (lifting the *Torah*) – **must** have previous experience!
- *gelilah* (dressing the *Torah*)
- *petichah* 1 (opening and closing the Ark during the *Torah* service)

- *petichah* 2 (opening and closing the Ark for *anim zmirot* – Traditional girls only)

In our Traditional service only men *leyn* from the *Torah* whereas in egalitarian services both men and women can *leyn*. Any *leyning* by family members does not reduce the number of *aliyot* or *mitzvot* we may be able to offer the family. It is important to inform your Family Liaison as soon as possible if your child or a family member/friend plans to do any additional *leyning*.

*Aliyot* are also governed by certain rules; for example a parent and child or two siblings cannot be called up one after the other. These rules apply to all *services*. **They do not apply to *leyning* (e.g. a parent can be called up immediately after their child has *leyned*).**

You will receive a letter regarding *aliyot* and *mitzvot* around a month before your *simchah* date and we would ask that you reply immediately in writing giving English/Hebrew names of the people you would like to receive *aliyot* and *mitzvot*.

## Venue Allocation for *Minchah*

Services are generally held downstairs in the Beit Knesset, however your Family Liaison will ask whether you would prefer to be upstairs in the Beit Tefilah.

## *Minchah* Kiddush

For a *Minchah* service, you may choose whether you would like the synagogue to provide a *kiddush* or if you are going to make your own arrangements.

We are able to offer you the choice of 2 levels of *kiddush*:

Option A - whisky, grape juice, pastries, biscuits and grapes – typical cost of between £50 and £150

Option B - whiskey, grape juice, pasties, biscuits, pickles, olives, fish balls, herring, crisps, dips, crackers, tomatoes and grapes - typical cost of between £100 and £300

We can also provide fruit platters with either option for an additional small donation of between £20 and £60. We would be able to advise on the amount of *Kiddush* to provide based on your expected guest numbers.

Please note that the pricing structure will change from time to time as supplier costs change and the costs suggested may not be the cost you will pay when you arrange your *kiddush*. We will be in touch 4-6 weeks before your *simchah* to discuss the arrangement for *kiddush*.

Alternatively should you decide not to go with the NNLS *kiddush* option and instead prefer to do your own thing, please contact our venue hire manager ([venuehire@nnls-masorti.org.uk](mailto:venuehire@nnls-masorti.org.uk)) to discuss catering and hall hire arrangements.

Families are asked to come and help at the *Minchah* *kiddush* of another B.Mitzvah family.

**Experience shows that when families are fully invested in the community, the B.Mitzvah experience is richer and more meaningful and has lasting impact.**

## Erev Gibush

‘Erev Gibush’ is an evening of coming together for all the Year 6 families.

We want this to be a milestone at the beginning of your B.Mitzvah preparation where we start to create a sense of community for the B’nei Mitzvah families and facilitate learning and creative sessions for families.

About half-way through the programme, Rabbi Jonathan Wittenberg invites parents and grandparents to his home for an informal discussion about what the B.Mitzvah means to you and supports you to consider furthering your learning and engagement with the process.

## Family Learning Journeys

We invite you to consider participating in a family learning journey, the subject matter and contents of which would be chosen by you to suit your family. In this way the family would come together with a shared purpose, celebrating not only the day but engaging in joint learning and activity that will serve as a crucial part of the process of deepening your engagement with Judaism.

As a family, you can choose the direction, and we can work with you to consider what will be the most rewarding for you all in the long run.

- Is there an area of Judaism that you would like to study in more depth because it is pertinent to you and your family?
- Do you feel that you would like to gain greater confidence and familiarity in participating in synagogue services?
- Is there a learning project that you, as a family, would like to engage in e.g. finding out about the history of family members or their lives in another country?
- Is there a topic, such as the environment, for example, which you would like to study through Jewish texts and contemporary views?

## Tzedakah and Tikun Olam Projects

Families often ask what they can do to mark the B.Mitzvah in a memorable and meaningful way that supports others. We recommend taking on a social action or charitable project where, as a family, you can strengthen your connection to each other and to others.

In the fifth term of the Haderech programme, the students meet with representatives from different organisations who share with them ideas of how they can support, either practically by volunteering, or by twinning their B.Mitzvah, with someone else.

Here are some of the projects of our B'nei Mitzvah:

Jesse twinned his Bar Mitzvah via Yad Vashem with a boy called Yeshayahu Swiniuch who was born in 1936 and died in the holocaust. In order to raise awareness Jesse ran 19.36 km over 2 days in a campaign called Running to Remember...Yeshayahu.



Lielle collected 150 coats and 12 adult sleeping bags to a charity called WrapUp London, to help keep people warm all over London.

Jessie and Neri are first cousins who did a triathlon to raise money for 2 amazing charities - Bloody Good Period and World Jewish Relief. They did running 1.5km, swimming 150m and cycling 10km!!



Evie, Ariella and Erin made homemade etrog marmalade, berry jam and apple sauce which they sold at the NNLS farmers' markets to raise money for different charities.

The girls made 340 jars in total made up of mixed berry jam (berries picked from a local farm), apple sauce from locally foraged apples and etrog marmalade from etrogim donated by the community.

They raised over £600.



## Twinning Programmes

### UJIA ETHIOPIAN B.MITZVAH PROGRAMME

This offer you the opportunity to sponsor a member of the Ethiopian Israeli community to celebrate their B.Mitzvah. The Ethiopian Israeli child and their parents are given a series of sessions to support them mark to the event.

The British child is encouraged to raise money for *tzedakah* and attend sessions to learn more about the Ethiopian community.

There is an opportunity to travel to Israel to be part of the final celebrations.

Contact Melanie Kelly at UJIA on 020 7424 6400 extension 6422 or [melanie.kelly@ujia.org](mailto:melanie.kelly@ujia.org)

### MASORTI B.MITZVAH PROGRAMME FOR CHILDREN WITH DISABILITIES

The programme provides B.Mitzvah preparation and Jewish enrichment for children in Israel with cognitive or physical disabilities.

[www.masorti.org/programs-young-people/](http://www.masorti.org/programs-young-people/)



### JEWISH CHILD'S DAY

The project allows you to twin your B.Mitzvah with children living in Belarus, children from disadvantaged backgrounds or with special educational needs living in Israel.

Through Skype, email and phone calls you can get to know one another. There is even a chance to visit them.

Contact Nicole Gordon: [nicole.gordon@jcd.uk.com](mailto:nicole.gordon@jcd.uk.com)

[www.jcd.uk.com/support-us/](http://www.jcd.uk.com/support-us/)

### YAD VASHEM B.MITZVAH TWINNING PROJECT

This allows you to twin your B.Mitzvah with a teenager of the Holocaust who, tragically, was unable to celebrate this milestone in Jewish life. You will learn about his or her life and community and, if relevant, research your own family's experience during the Holocaust.

<https://www.yadvashem.org.uk/twinning/>

## Volunteering in the Community

We are very proud that so many members of our community are lay leaders and volunteers and the run up to the B.Mitzvah is a wonderful time to become more involved and help support the community.

We will ask **all** families to take a turn on the *kiddush* rota and the welcoming rota but there are also numerous options for your family to volunteer as part of our wider community e.g. joining the security rota, being a challah baker and/or deliverer, being part of the regular welcoming rota.

We will contact you about your *kiddush* and welcoming slot but if you would like to become involved in volunteering regularly with NNLS, please contact **Louise Froggett** [community@nnls-masorti.org.uk](mailto:community@nnls-masorti.org.uk)





### Venue Allocation

NNLS has three rooms where services take place within the building all of which belong to the whole community and are not attached to a particular *minyan* (service group).

When allocating an appropriate space for your *simchah*, the synagogue leadership will endeavour to make the most sensitive decision possible in the circumstances, taking all factors into account, including the size of your *simchah* and other events which may be taking place in the synagogue at the same time.

The three rooms where services take place are the Beit Knesset (large prayer space downstairs), Beit Tefilah (large prayer space upstairs), and Beit Midrash (smaller prayer space downstairs).

The synagogue will confirm which space has been allocated for your *simchah* within 8-10 weeks of your date, however should your expected guest numbers have increased significantly from the amount previously estimated, a room outside of the synagogue building may need to be allocated in order to accommodate your *simchah*.

**PLEASE NOTE:** The maximum number of guests (members and non-members) is **limited to 100**.

### Rabbinic Allocation

The Rabbinic team will allocate the B'nei Mitzvah *drasha* (sermon) allocations between themselves.

Congregants may not object to the choice of allocated member of the Rabbinic Team based on their gender.

### Kiddush

*Kiddush* for Shabbat morning services is provided by the Synagogue and includes whiskey, grape juice, pasties, biscuits, pickles, olives, fish balls, herring, crisps, dips, crackers, tomatoes and grapes.

We ask B'nei Mitzvah families to sponsor the *kiddush* for the community to celebrate their *simchah*. The total donation we would ask for will vary depending on the number of guests you are expecting and any other *simchahs* that we are also celebrating that Shabbat. We typically expect *kiddush* to cost between £300 and £600. You can also choose to add optional fruit platters to your *kiddush* at a small additional cost.

For a *Minchah* (afternoon) service, you may choose whether you would like the synagogue to provide a *kiddush* or if you are going to make your own arrangements. The synagogue can provide the same *kiddush* as for a Shabbat morning service for an expected cost of between £100 and £300 or a smaller *Kiddush* for between £50 and £150.

Please note that the pricing structure will change from time to time as supplier costs change and the costs suggested may not be the cost you will pay when you arrange your *kiddush*. We will be in touch 4-6 weeks before your *simchah* to discuss the arrangement for *kiddush*.

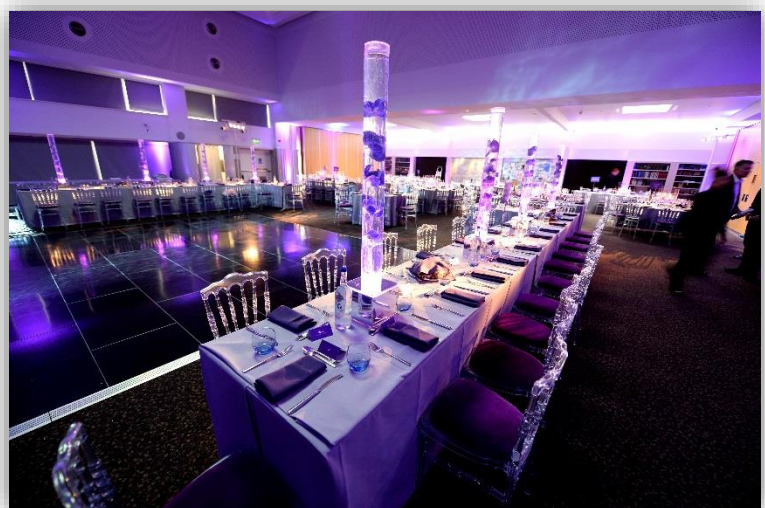
We have a rota for Shabbat morning services where members of the synagogue prepare your *kiddush* for you. Please note that you will be expected to take your turn on the rota on another occasion.

## PRACTICAL DETAILS

### Venue Hire at NNLS

We would be delighted to help you celebrate your [simchah](#) with a Friday night dinner, Shabbat lunch or evening party here at NNLS.

Our beautiful, modern synagogue hall and adjoining foyer area offers a versatile, flexible space for you to entertain up to 240 guests.



### PRICES (subject to change)

Friday night dinner	Foyer	£450
Shabbat lunch	Beit Knesset	£500 for <u>up to</u> 50 guests £650 for <u>over</u> 50 guests
Evening party	Beit Knesset and Foyer	£2,200 (NNLS member rate)

### WHAT IS INCLUDED?

- Banqueting furniture and comfortable chairs
- Stage for DJ or band
- Caretaking and cleaning
- Security
- Use of our professional kitchen on the day
- Courtyard for outdoor reception

### OPTIONAL EXTRAS

- Table tennis tables
- Table football
- Uplighters
- AV Equipment
- Hire of lawns for summer functions

### Green B'nei Mitzvah

As an Eco-Synagogue, we encourage our members to consider eco-friendly options when planning their simchahs.

There are plenty of ways you can try to create a 'Greener' B.mitzvah. Here are a few ideas:

- Send online invitations instead of paper invitations, or use recycled paper or card
- For floral table centres, consider pot plants instead of fresh cut flowers, or if using flowers try to use local rather than imported varieties
- Decorate with paper lanterns or bunting as an alternative to helium balloons
- Avoid plastic novelty gifts and plastic confetti
- If you require disposable crockery and cutlery, use compostable products e.g. bamboo or palm leaf
- Limit food waste – consider this when choosing a caterer and plan where leftover food can be taken e.g. local food bank

## FAQs

### WHAT CATERING OPTIONS DO YOU OFFER?

We are happy to work with any licensed Kosher caterer or, alternatively, if you have a caterer in mind without a licence, we can help them to obtain a one-off Masorti licence. Functions can be meaty or milky.

### DO YOU HAVE A LIST OF RECOMMENDED SUPPLIERS?

Yes, we will happily put you in touch with suppliers who are familiar with the venue – this includes caterers, DJs/bands, photographers, magicians, as well as suppliers of table decorations, dancefloors, furniture, photo booths, glitter tattoo stations and games.

### IS IT POSSIBLE TO HAVE A PARTY ON SATURDAY NIGHT?

Yes, although there are only a few weeks of the year in which we can offer these (when Shabbat finishes early and there is no Sunday morning Cheder). Such functions would need to be low-key with little set-up time required as suppliers can only access the site after Shabbat.

### WHAT TIME CAN AN EVENING PARTY FINISH?

Parties can finish at 11.00pm and suppliers need to be off-site by midnight when the site closes. Where necessary, suppliers can return the following morning to remove equipment and cutlery/crockery/linens, etc.

### WHAT TIME CAN WE ACCESS THE HALL TO SET UP FOR A SUNDAY EVENING PARTY?

Suppliers can access the Beit Knesset at 1pm after Kehilatainu (Cheder). Caterers can use the kitchen from 10am.

### DO YOU HAVE AIR CONDITIONING IN THE HALL?

Yes, we have a very efficient air conditioning and heating system.

### WHERE CAN GUESTS PARK FOR AN EVENING FUNCTION?

We offer a number of on-site parking spaces for family and any disabled guests. For all other guests, there is plenty of unrestricted parking along East End Road and on nearby streets.

### WHAT IS THE COST OF HIRING THE LAWNS? CAN WE PUT UP A MARQUEE?

The lawns can be hired for summer functions with approval from the Manor House Trust and can be used for inflatables. Hire fees start from £200. Other outdoor activities are subject to individual approval and may incur additional costs. Marquees are not permitted on the site for private functions.

### IS IT POSSIBLE TO HIRE THE HALL ON A BANK HOLIDAY?

Yes, we can host functions here on Bank Holidays. There are additional fees for security (£100/hr vs £42/hr) and caretaking as these are charged at double rate.

### MORE INFORMATION

For more information and pictures, please visit <https://www.mynnls.org.uk/venue-hire>. To enquire, please complete this [form](#) or contact Melissa Orr, our Venue Hire Manager, at [venuehire@nnls-masorti.org.uk](mailto:venuehire@nnls-masorti.org.uk).

### Donating Trees

A number of families choose to mark the occasion of their child's B.Mitzvah by donating trees. NNLS offers two choices for tree planting to enhance the environment:

#### J-TREE

J-Tree is a collective response led by Eco Synagogue to ensure that we are planting and protecting our forests. Scientists believe that planting trees is the most effective way to limit climate change. The UK alone needs more than 50 million trees. We can do so by donating and gifting trees to celebrate your B.Mitzvah. To find out more information check out [www.jtree.global](http://www.jtree.global). We will issue certificates to B'nei Mitzah at your *simchah*.

#### WOODLAND TRUST

We have been working with the Woodland Trust who have a programme of tree planting across the UK. The latest project was to plant trees in the Heartwood Forest near St Albans. **The minimum purchase is £50.** A frame is provided with the certificate.

Contributions towards either forest make a worthwhile gift, and the certificate to mark the donation will be presented at the end of the service.

Please contact **Claire Cohen**, [clairecohen@hotmail.co.uk](mailto:clairecohen@hotmail.co.uk) to arrange your purchase. A month's notice is usually sufficient to make the arrangements.



### The Omer and Tisha B'Av

#### THE OMER

According to the *Torah* we are obligated to count the days from Passover to Shavuot. This period is known as the Counting of the *Omer*. The period falls in April or May and seven weeks are counted from the second day of Passover. Live music is inappropriate during the *Omer* prior to *Lag B'Omer* (the 33rd day), and you should consult the Rabbi for more information. If your *simchah* does fall during this period, it will be mentioned in the letter you are sent with the confirmation of your date.

#### TISHA B'AV

This is a day of mourning to commemorate many tragedies that have befallen the Jewish people, some of which coincidentally have occurred on 9th Av. This falls in July or August and is acknowledged for the three weeks prior to 9th Av. Live music is inappropriate during this three-week period so please consult the Rabbi for more information. Our correspondence confirming your dates will refer to this period should it apply to you.

### Donations and Gifts

A B.Mitzvah is a special occasion for your family and the whole community. We will do our best to give support to you in every way during the preparation and on the day. To do this we depend on the goodwill and generosity of many volunteers and members of the synagogue. The synagogue depends on such generosity in order to develop its services and a *simchah* is a special time to give a gift. You will receive a letter from the Joint Chairs of the synagogue where it is suggested that about 5% of the total cost of your *simchah* is an appropriate donation to make, together with a form that sets out various areas of synagogue activity that your donation might be put towards. Should you wish to discuss this in more detail, you can do so with your Family Liaison, with one of the Joint Chairs or with our Executive Director, [CEO@nnls-masorti.org.uk](mailto:CEO@nnls-masorti.org.uk)

### Sponsor a Day

As part of your donation, you could choose to sponsor the day of your child's B.Mitzvah. To book your chosen day contact **Frances Bloom**, [bloom.frances@gmail.com](mailto:bloom.frances@gmail.com), as soon as possible as the synagogue only allows **one** sponsor for each day.



### Etiquette

We receive numerous questions about etiquette in the synagogue and have therefore put together some guidance notes to assist you. We will provide whatever assistance we can and if you have any further questions please contact your Family Liaison.

If you have any questions during your visit to the synagogue, please ask the greeters at the entrance to the service (or any of our members) and we sincerely hope you enjoy the service.

### GETTING TO THE SYNAGOGUE

We encourage our members and guests to walk to the synagogue on Shabbat. If you or your guests are driving then we ask you to park with the utmost consideration for our neighbours. It is unfair to them and extremely embarrassing for us when people park illegally or across driveways. As we are in a busy residential neighbourhood, please expect to park a few streets away and walk the rest of the way to the synagogue.

### SECURITY

Regrettably we have to be conscious of security which means you may be questioned at the entrance gate to our site and we will have to ensure that your guests' names are on the list you have sent us. It may also mean that we have to search any bags you bring. Please do not leave anything, even a handbag, unattended anywhere on the site.

Guests always add to the feeling of joy and occasion. However, we ask that your guests kindly do not bring presents into the synagogue on Shabbat.

### MOBILE PHONES AND CAMERAS

Please advise your guests not to bring mobile phones, cameras or any other electrical devices. We are a traditional community and do not permit their use in any service or in the grounds on Shabbat.

### SMOKING

No smoking is permitted **anywhere** in the grounds or in any of the buildings on the site.

### CHILDREN

We welcome children to our community. If you and your guests do bring children please ensure they are supervised at all times, particularly during the sermon and at times of silent prayer. If children go to a children's service (which start at 11am) then please ensure they rejoin you when it is over. Many friends of B'nei Mitzvah come to our synagogue unaccompanied these days and we would ask you to encourage your children's friends to act in an appropriate manner that honours our community and your family.

We share a large and beautiful site with extensive grounds and it is not safe to let small children run around, nor is it fair to others to allow older children to run around unsupervised. If you want your

children to be outside then please enjoy the grounds with them. If your child becomes restless or noisy during the service we would appreciate you taking them out for a short break. In the Traditional service men and women sit separately, but children may sit on either side of the synagogue. Families may sit together in the Hakol Olin and Assif services. Children's books are provided in all prayer rooms – please ask the greeter where these are located.

### DRESS CODE

There is no formal dress code for synagogue attendance, but the custom is to dress modestly and respectfully. Men must cover their heads in the service. We have spare *kippot* (head coverings) available; please ask the greeter who will be positioned at the entrance to the service. Women may wear a hat or head scarf if they wish, but most do not.

### Service Decorum

We try to keep our services as informal as we can within the limits of attentiveness and reasonable decorum. Please try particularly to refrain from walking through the synagogue when the congregation is standing or praying in silence, and from talking at any time during the whole reading of the *Torah* and *haftarah*.

For your B.Mitzvah, the front row of seats closest to the *bimah* and facing the Ark are always informally reserved for you and your close family members – the *shammash* will assist you with this.

A booklet explaining the key points of the service is available at the entrance to each service. Our prayers are mainly in Hebrew so you or your guests may find the booklet helpful. Please ask the synagogue office in advance of your *simchah* for your required number of copies to be available.

The Shabbat morning service usually starts at 9.30am and lasts approximately two and a half to three hours. There are preliminary prayers up to approximately 10.00am and many people choose to arrive after this time. Guests who are unfamiliar with synagogue services should arrive between 10.00am and 10.15am.

Many guests want to greet the host family and although we like to keep the atmosphere relaxed and informal, please be discreet about this. Frequent comings and goings, particularly around the front seats, creates a distraction and disrupts the atmosphere of the services. Please keep hugs and kisses until after the service has ended!

**Finally, we know that family and friends are often tempted to clap in appreciation of the B.Mitzvah child's efforts – whether that be after they deliver their *d'var Torah* or after they *leyn* or lead any other part of the service. However, this is not our practice and, rather, we encourage the congregation to congratulate them by collectively calling out *shekoyach* (loosely translated as 'all strength to you') or privately at the end of the service.**

### Sweet Throwing

We understand that everyone wishes to enjoy their *simchah* and that throwing sweets may be part of the demonstration of that joy. Although the synagogue permits sweet throwing, we do not actively encourage it for various reasons including on the grounds of health and safety.



If you do wish to throw sweets at your *simchah*, the synagogue does require you to provide a written confirmation to protect the synagogue from any claims in the event of damage or injury to any person or object as a result of the throwing of sweets. A **Sweet Throwing Waiver** is included as part of the B'nei Mitzvah information form which you will be sent a link to and asked to complete 12-14 before your *simchah*.

If you do decide to throw sweets, but have not completed the waiver, the synagogue will deem that you have accepted all of the terms of the waiver and they will be treated as binding on you. Please buy Kosher gelo sweets and we will arrange for them to be put in your service at the appropriate time on Shabbat Morning. The sweets will be distributed by your chosen representative at the appropriate time during the service ready for throwing, which will generally be as follows:

<b>Assif and Hakol Olin</b>	Immediately after the <i>haftarah</i> closing blessings (sweets should be handed round as soon as these closing blessings begin)
<b>Traditional</b>	Immediately after <i>adon olam</i> (i.e. at the very end of the service, so sweets should be handed round as soon as <i>adon olam</i> begins)
<b>Minchah Services</b>	Recommended timing is immediately after <i>adon olam</i> (i.e. at the very end of the service, so sweets should be handed round as soon as <i>adon olam</i> begins)

### Disabled Access

Our building has full facilities for disabled visitors to the synagogue. There is a loop system in the Beit Knesset and the Beit Tefilah, a Shabbat lift and three disabled WCs within the building. Should you require any further assistance please contact the synagogue office.

### Nappy Changing

Facilities are available in the disabled WC on the ground floor of the building in the Gan Alon/Beit Midrash corridor. Please ask one of the greeters to direct you.

### Breastfeeding

Please feel free to use the upstairs office that says 'Breast Feeding Room' on the door if you wish to breastfeed in a quiet space. However, you are of course welcome to breastfeed in any other areas of the synagogue.

### Gender Neutral Toilets

These are available on both floors of the synagogue.

## Before Your Simchah

### TWELVE MONTHS BEFOREHAND

Each family is allocated a Family Liaison, a volunteer from the community, who will call you about six months before your *simchah* and arrange to meet you, and who will provide support throughout the process. Your Family Liaison will be your first port of call with any queries you may have concerning practical arrangements.

You will be invited to synagogue a year before your *simchah* (on the date your *Torah* portion will be read).

If your child is *leyning* you should arrange a private teacher to start their at least a year before your *simchah* learning (see page 14 for the list of recommended teachers).

Your child will be appointed a mentor at Haderech to help them with the prayers they will be saying during their *simchah* about 10 months beforehand.

### SIX MONTHS BEFOREHAND

Your Family Liaison will contact you approximately six months before your *simchah* date to arrange a meeting. If you have not heard from anyone by this point, then please contact **Evelyn Tyler**, [etyler01@outlook.com](mailto:etyler01@outlook.com).

Begin preparing your *D'var Torah* and consider attending a *D'var Torah* Workshop and/or organising a family Shiur (see page 16 for more details).

### FOUR MONTHS BEFOREHAND

We encourage as many family members as possible to participate in the service. One way is for family members or friends to *leyn* some or all of the *sedra* (*Torah* portion) that is not taken up by the B.Mitzvah. Please discuss *leyning* with your Family Liaison. *Leyning* rotas are finalised 2-3 months prior to your B.Mitzvah date and your child's teacher should contact your Family Liaison or the synagogue to confirm exactly what your child (and family members/friends, if applicable) will be doing on the day. It is synagogue policy that anyone who is going to *leyn* is listened to in advance. This will be arranged by the *leyning* coordinator for two to three weeks before the *simchah*.

As a Bat Mitzvah does not *leyn* in the Traditional service, the *haftarah* is sometimes read by the Bat Mitzvah's father or another male relative at the family's request. Please let **Bernie Enlander**, [benlander@btinternet.com](mailto:benlander@btinternet.com), know if a family member would like to do this.

**It is synagogue policy that anyone who is reciting a *haftarah* is listened to in advance.**

Please advise your Family Liaison and/or the synagogue office of your attendance numbers (adults and children) as with large numbers of visitors it may be necessary to allocate a different prayer space or revise the synagogue seating plan accordingly.

You will be sent the online [B'nei Mitzvah Information form](#) to complete about 12-14 weeks before your *simchah*. You will receive notification from the synagogue office of which service space your *simchah* will take place within (approximately 6-10 weeks before your *simchah*).

### SIX TO EIGHT WEEKS BEFOREHAND

Families generally mark their celebration by sponsoring the *kiddush* for the congregation and their family/friends after the service (the synagogue office will be in touch to confirm details).

Your child should complete their *D'var Torah* (450 words maximum) and email it to [BneiMitzvah@nnls-masorti.org.uk](mailto:BneiMitzvah@nnls-masorti.org.uk), copying in the Rabbi who will be giving the *drasha* at your *simchah*.

A representative of the Rabbinic team reads through the *d'var Torah* to check for accuracy.

At Haderech, girls having a Bat Mitzvah in the Traditional service learn the prayers with the support of a mentor (a girl who has recently had her Bat Mitzvah) under the supervision of one of our teachers. However, we always recommend that girls will need a number of private tutorials in the run-up to their Bat Mitzvah to ensure that they are word perfect, polished and confident. The number of lessons depends on the individual girl and your child's Haderech teacher will be in contact with you directly to arrange this. This is separate from the rehearsal which the girls will do, which will also be arranged with their teacher 1-2 weeks before the *simchah*.

You will receive a letter from the Co-Chairs of the synagogue regarding making a donation.

### FOUR WEEKS BEFOREHAND

Around four weeks before the date of your *simchah*, you will receive an *aliyot* letter (regarding who you would like to honour with a 'call up' to the *Torah*) from **David Lightman** (Traditional service) or **Veronica Kennard** (Hakol Olin service). In Assif, you will discuss this with your Family Liaison.

Please contact the synagogue office, [BneiMitzvah@nnls-masorti.org.uk](mailto:BneiMitzvah@nnls-masorti.org.uk), to arrange a time for a personal talk with one of our Rabbinic team. This provides an opportunity for the Rabbi to meet your family and talk personally with your child. It also gives you a chance to ask any questions you may have.

A member of the services team will contact you to arrange a rehearsal with your child in the synagogue.

Public Speaking Guidance services are offered by **Brenda Bloch** and **Lizzy Marks** (see **Appendix 1: List of Contacts**). Please discuss this with them directly; charges may apply.

### TWO WEEKS BEFOREHAND

If you would like buy trees from JTree or the Hertwood Forest please contact: [education@nnls-masorti.org.uk](mailto:education@nnls-masorti.org.uk) or contact JTree directly [www.jtree.global/nnls-2](http://www.jtree.global/nnls-2)

Please email the synagogue office your list of guests who are not already synagogue members (again, both adults and children). A copy will be given to the outside gate staff for security reasons. Your list should be arranged alphabetically by surname.

### The Week of the *Simchah*

We very much encourage attendance at the midweek *shacharit* service in the week immediately before the B.Mitzvah. Your Family Liaison will discuss this with you.

When families attend midweek Shacharit, the Tzedakah collections from that day will be donated to the B.Mitzvah's chosen charity.

### SHABBAT OF THE B.MITZVAH

You will need to attend the Kabbalat Shabbat service on the Friday night which begins at 6.30pm. Your child will read their *D'var Torah* to the congregation and also recite Friday night *kiddush*. Please make sure they bring a paper copy with them on both Friday night and Shabbat morning.

On the Shabbat morning, you will need to be in synagogue for the beginning of *shacharit* at 9.30am where your child will chant the *shema* and then be guided by the *shammash/gabbai* when they will be called up during the service.

### Post-B'nei Mitzvah

When children become B'nei Mitzvah this is a significant achievement. However, as a synagogue we hope that the journey encourages you all as a family to become more engaged with the community. The synagogue provides a number of formal and informal learning opportunities for teenagers including Haderech, Noam and frequent leadership opportunities.

We encourage young people to learn further portions from the *Torah* and also learn new *haftarot* to read in services. We also encourage attendance at *shacharit* to support the early morning *minyan* and mourners saying *kaddish*.

We hope that the B'nei Mitzvah will continue straight into the mentoring programme which is on Wednesday at 6pm. After a term of mentor training we will then allocate them a mentee – a younger child who they can support in the run up to their B.Mitzvah.

### SUPPORT FOR YOUR FAMILY

We will try to offer whatever support we can to help you prepare for your *simchah*. Please contact your Family Liaison with any questions, concerns or requests that you may have.

## APPENDICES

### Appendix 1: List of Contacts

<b>New North London Synagogue</b>	The Manor House 80 East End Road, Finchley, N3 2SY	020 8346 8560
<b>Synagogue Office</b>	office@nnls-masorti.org.uk	020 3182 0119
<b><i>Aliyot and Leyning</i> – Traditional Service</b>	David Lightman lightman.ideas@gmail.com	07771 823036
<b><i>Aliyot</i> – Hakol Olin Service</b>	Veronica Kennard veronicakennard@hotmail.co.uk	
<b>Assif (initial contact)</b>	Evelyn Tyler etyler01@outlook.com	07815 752 741
<b>Chair B’nei Mitzvah Liaison</b>	Evelyn Tyler etyler01@outlook.com	07815 752 741
<b>Director of Education</b>	Niki Jackson nikijackson@nnls-masorti.org.uk	020 3182 0114
<b>B’nei Mitzvah Coordinator</b>	BneiMitzvah@nnls-masorti.org.uk	020 8346 8560
<b>Assistant Directors of Education</b>	Annika Schuette and Adam Stephens education@nnls-masorti.org.uk	020 8346 8560
<b>Hall Hire</b>	Melissa Orr hallhire@nnls-masorti.org.uk	020 3182 0111
<b>Haftarah – Hakol Olin</b>	Judith Bernstein judith.bernstein@btinternet.com	020 8209 1232
<b>Haftarah – Traditional</b>	Bernie Enlander benlander@btinternet.com	
<b>Kiddush</b>	office@nnls-masorti.org.uk	020 3182 0119
<b><i>Leyning</i> – Hakol Olin</b>	Anton Winston antonjwinston@gmail.com	
<b>Midweek Shacharit</b>	David Berkley	07771 998 453

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	berkley.david@gmail.com	
<b>Practise in Synagogue</b>	Ronnie Cohen rcohen9199@aol.com	020 8346 4914
<b><u>Rabbinic Team</u></b>  <b>Rabbi Jonathan Wittenberg</b> <b>Rabbi Zahavit Shalev</b> <b>Rabbi Chaim Weiner</b> <b>Rabbi Lara Haft Yom-Tov</b> <b>Rabbi Yael Jaffe</b>	Rabbi@nnls-masorti.org.uk RabbiZahavit@nnls-masorti.org.uk director@europeanmasortibetdin.org RabbiLara@nnls-masorti.org.uk RabbiYael@nnls-masorti.org.uk	020 8343 3927
<b>Sponsor a Day</b>	Frances Bloom bloom.frances@gmail.com	020 8621 6768
<b>Trees</b>	Claire Cohen clairecohen@hotmail.co.uk	020 8445 0468
<b>Public Speaking Guidance</b>  We highly recommend one session with one of our Public Speaking Guides who will help your child to read their D'var Torah in a clear and coherent voice so that it can be best appreciated by the congregation. Please be aware that charges may apply.	Brenda Bloch skillswithpeople@aol.com	020 8455 2338
	Lizzy Marks lizzy.marks3@gmail.com	07932 146 340
	Veronica Kennard veronicakennard@hotmail.co.uk	07939 128731
	David Adler theadler@hotmail.com	020 8343 9494
	Sharman Adler theadler@hotmail.com	020 8343 9494
<b>Volunteering at NNLS</b>	Louise Froggett community@nnls-masorti.org.uk	020 8346 8560

### Appendix 2: Samples of B'nei Mitzvah Parent Prayers

My Child,

As you travel along the path that will be your life, may you walk on firm ground, with the wind at your back and the sun shining gently on your face.

May your mind, body and hands be strong, and may their work be guided by both the wisdom of your soul and the compassion of your heart.

May you draw from the strength and wisdom of our tradition, and those who came before you, and make them your own.

May you have beautiful dreams which inspire you, and may your pursuit of those dreams be fulfilling.

May your successes be many, and when you don't succeed, may you learn and grow from the experience, and go on.

May you always give yourself the gift of learning something new.

May you have the courage of conviction and patience to fight for what you know to be right.

May you laugh...often.

May you always go to sleep at night with that feeling of satisfaction that comes from a day well lived.

May you always have peace in your home and in your heart.

May you know unbridled joy, and may your sorrows be few and far between.

May you find true, enduring love, and may you be blessed with children as wonderful as you

May you always have good friends.

May you always feel the love of family and friends that embraces you today.

As you take your place among the Jewish women of your generation,

May G-d grant you a long, healthy, happy, and peaceful life, and may G-d help you to be the change you want to see in the world.

Know that I love you...and that wherever life takes you, I'm always here for you.

*Modah ani lefaneha meleh hay vekayam she'asane eemech.*

I give thanks before you, sovereign who lives and who endures, for making me your mother.

*By Shelley Niceley Groff*

Gratefully we thank You for the joyous privilege of seeing our child, attain this milestone. On this day, cherished dreams and hopes are fulfilled. On this day, new dreams and new hopes are born.

We give thanks for the wondrous privilege of seeing our child, grow day by day, week by week, year by year. For the health and strength, You have given them, for the mind and spirit with which You endowed them, for their ability to elicit and return love, for all these precious gifts, we thank You.

Watch over them, O God, on this special day and every day. Grant them a growing understanding of the true significance of this occasion and a deepening loyalty to everything, which it represents. May the teachings of our heritage guide them throughout life; and may they lead a life worthy of Your blessing. Amen.

### Recipe for a good Jewish Life

A recipe for a good Jewish life begins with a starter, you may have your doubts, seeing as it is over 3000 years old, but rest assured, it is still fresh.

Mix in a helping of Hebrew, ladle some learning, add the zest of a good argument, a dash of Drash, some potent prayer, sift in a seventh portion of shabbat and let it rest.

Warm gently with the spirit of community, a pinch of chutzpa, kernels of loving kindness, a measure of justice, a grating of gratitude, lashings of laughter, and stir with a song on your lips.

Be careful not to let it puff with pride, become lop-sided, or sink with self-doubt.

Best served with the company of family and friends, who enhance the flavour.

Be sure to share generously and fairly with the world.

Pass on the recipe to your children, as we have to you. Feel free to make some changes, but don't lose the essence.

May it sustain you throughout your life.

*Noga Applebaum and Ariel Kahn for Shachar's Bar Mitzvah on 2<sup>nd</sup> September 2023 at NNLS*

May your eyes see the best in all people,

May your mouth speak wisely,

May your hands reach out to others,

May your feet run to do good deeds,

May you have the patience to learn  
and the spirit to be playful.

May you have the will to imagine  
and the freedom to dream.

May your life be long and happy,  
May your good name shine,  
May tradition show you the way,  
May you find your place in the world,

May there be love in your heart and a smile on your face.  
May your days be filled with promise and wonder.  
May God grant you peace.

*Mark Frydenberg*



May your eyes sparkle with the light of Torah, and your ears hear the music of its words.

May the space between each letter of the scrolls bring warmth and comfort to your soul.

May the syllables draw holiness from your heart, and may this holiness be gentle and soothing to you and all God's creatures.

May your study be passionate, and meanings bear more meanings until life arrays itself to you as a dazzling wedding feast.

And may your conversation, even of the commonplace, be a blessing to all who listen to your words and see the Torah glowing on your face.

You will see your world in your lifetime  
And afterwards you will live in the world to come  
And your hope will be for many generations  
May your heart achieve insight  
May your mouth speak wisdom

And may your tongue overflow with song  
May your eyelids keep you looking straight ahead  
May your eyes shine with the light of Torah  
And may your face radiate like the sky's horizon  
May your lips evoke understanding  
And may your insides rejoice in righteousness  
And may your feet run to hear  
The words of The Ancient of Days

*from Talmud Brachot 17a*

May you embrace life to the fullest.

May you confront your fears and not allow them to stop you in pursuing what you love.

May you view this world as a safe, unthreatening and funny place in which to dwell.

May you one day fully appreciate the extraordinary gifts that you have been given of empathy, kindness, intelligence and beauty.

May your sense of humour always be close to you and comfort you through difficult times.

May you always remember this extraordinary day - and your Jewish mothers and fathers who came before you and made it possible for you to stand here today as a Jew.

May God smile upon you, bathe you in sunlight and embrace you with love.

Lord our God, author of life and source of all blessings, we praise You for keeping us alive, and sustaining us, and enabling us to reach this day.

Gratefully we thank You for the joyous privilege of seeing our child attain this milestone. On this day cherished dreams and hopes are fulfilled. On this day new dreams and new hopes are born.

We pray that Your protecting and loving care will accompany them wherever they go and in all that they do. Help them to become all that they are capable of being. Give them strength to do all the good things that are within their reach. Keep them loyal to the best that they have been shown, and to the noblest Jewish teachings they have been taught.

May their deeds find favour in the eyes of his fellows and be worthy of Your blessings.

Amen

*Adapted from B'nai Aviv The Conservative Synagogue of West Broward*

May you live to see your world fulfilled.

May your destiny be for worlds still to come, and may you trust in generations past and yet to be.

May your heart be filled with intuition and your words be filled with insight.

May songs of praise ever be upon your tongue and your vision be a straight path before you.

May your eyes shine with the light of holy words and your face reflect the brightness of the heavens.

May your cherished hopes be fulfilled in your lifetime;

May you be worthy of life eternal;

And may your ideals persist throughout the generations;

May your heart be filled with understanding;

May your mouth speak wisdom;

And may your tongue give expression to song;

May your eyes direct you straight forward;

May they shine with the light of Torah; and may your countenance be as radiant as the bright firmament.

May your lips speak knowledge and righteousness;

And may your feet swiftly take you to places where the words of God are heard.

*Rav Ammi (Third Century, Tiberius) said this to his students*

What I wish for my child I wish for all our children.

I wish for you to be a person of character strong but not tough, gentle but not weak.

I wish for you to be righteous but not self-righteous honest but not unforgiving.

Wherever you journey, may your steps be firm and may you walk in just paths and not be afraid.

Whenever you speak, may your words be words of wisdom and friendship.

May your hands build and your heart preserve what is good and beautiful in our world.

May the voices of the generations of our people move through you and may the God of our ancestors be your God as well.

May you know that there is a people, a rich heritage, to which you belong and from that sacred place you are connected to all who dwell on the earth.

May the stories of our people be upon your heart and the grace of the Torah rhythm dance in your soul.

*Rabbi Sandy Eisenberg Sasso (Indianapolis, 21st Century)*

May your dedication and determination lead you to passions which are rewarding and fulfilling.

May your instincts, intuitiveness and Jewish studies guide you safely and happily throughout your life.

May your kindness and caring continue to help others and characterize you.

May your huge reservoir of energy and innate passion for learning be used for personal growth, love of family and the betterment of community.

May your love for your family and friends bring you joy and happiness, strength and security, warmth and tradition.

Most of all, may you always know, whatever doors you walk through and wherever life leads you, we are so very proud of you.

You are one of the greatest and truest blessings of our lives and that no matter what, you always have your Mum and Dad's love and support.

May the Holy One guard you and sustain you, helping you to be whole-hearted in your faith, studying Torah and fulfilling *mitzvot*.

May you find favour before God and all people.

And let us say, Amen.

*Sample #10 of parent prayers written by the community of Emanu-El in the USA*

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As your father, I want to bless you with health, love, understanding and unwavering support on your journey. May it be filled with endless opportunities to explore your passions and fulfil your dreams.

As your mother, may you be blessed with the gift of creating meaningful connections with people who uplift your spirit, who inspire and nurture your growth. May their influence be a beacon of wisdom, kindness and positivity, shaping you into the very best version of yourself.

May you always be blessed with a deep awareness of your unique gifts and the power they hold. May you find harmony between embracing who you are and engaging with the world around you.

I want to bless you with a resilience and inner strength that will guide you through any challenges that come your way and for you to savour the joys of life and to be fully present in moments of laughter and delight.

May you be like women of Torah: patient as Sarah, gracious, like Rebecca, nurturing as Leah, loving, like Rachel.

May you be like biblical women: devoted as Ruth, dignified like Naomi, faithful as Miriam, determined like Tamar.

May you be like post-biblical women: heroic as Judith, wise like Bruria, generous as Gracia Mendes, compassionate like Emma Lazarus.

May you be like 20th Century women: responsible as Lillian Wald, assertive like Golda Meir, courageous as Hannah Senesh, hopeful like Anne Frank.

And most of all may you be your own 21st Century woman, true to yourself.

*Sample #2 of parent prayers written by the community of Emanu-El in the USA*

We can't recall a day we haven't been proud of you.

You're an old soul with a quiet but energetic tranquillity.

Continue to embrace this world, even with its contradictions.

Continue to be kind and loving.

In challenging yourself, expect to trip and fall.

Let your Jewishness be an anchor and arbiter of balance.

Trust your instincts.

*Sample #4 of parent prayers written by the community of Emanu-El in the USA*

In the presence of my teachers, my family and the members of this congregation, I now prepare to take upon myself the duties which are binding on all the family of Israel. I ask their help in the years that lie ahead to strengthen our loyalty and devotion to Judaism so that I may grow to be a credit to them. I think also of those Jews who have gone before me, who, through all the troubles of the world, have preserved this heritage of holiness so that I should enter into it now.

May I be a true Bar or Bat Mitzvah, child of the commandments, taking my place in the community of Israel, accepting its responsibilities and rejoicing in its blessings. May I be aware of the tradition that lives within me so that I can play my part in creating a living Judaism.

I remember all those who have helped me reach this time. I give thanks for the love and care of my family, the patience and instruction of my teachers and the support and companionship of my friends.

May you embrace life to the fullest.

May you confront your fears and not allow them to stop you in pursuing what you love.

May you view this world as a safe, unthreatening and funny place in which to dwell.

May you one day fully appreciate the extraordinary gifts that you have been given of empathy, kindness, intelligence and beauty.

May your sense of humour always be close to you and comfort you through difficult times.

May you always remember this extraordinary day - and your Jewish mothers and fathers who came before you and made it possible for you to stand here today as a Jew.

May God smile upon you, bathe you in sunlight and embrace you with love.

## Appendix 3: Glossary of Terms

<b>Acharon</b>	Calling up of an extra person to the Reading of the Torah, near the end of the Sedra
<b>Aliya</b>	(Plural <i>aliyot</i> ) From Hebrew meaning ‘ascent’, going up to the Torah to read the blessings for one of the call-ups
<b>Anim Zmirot</b>	A psalm sung by girls having a Bat Mitzvah in the Traditional Service
<b>Ashrei</b>	A psalm sung by girls having a Bat Mitzvah in the Traditional Service
<b>Assif</b>	We are an egalitarian Masorti Minyan following a traditional service using the Singers Siddur. Our service aims to be traditional, egalitarian, participative, educational and spiritual
<b>Bimah</b>	The raised platform or table from which the service is conducted
<b>Birkat hamazon</b>	Grace after meals
<b>B’nei Mitzvah</b>	Plural of B.Mitzvah
<b>Bracha</b>	Blessing
<b>Chevrutah</b>	A traditional way of learning in pairs
<b>Cohen</b>	(plural - cohanim). Someone descending from the priestly tribe. In contemporary Judaism they hold a special status
<b>Drasha</b>	Words when the Rabbi addresses the B.Mitzvah
<b>D’var Torah</b>	A short discourse on the Torah portion which the B.Mitzvah prepares to read out in synagogue
<b>Esa Enai</b>	A psalm sung by girls having a Bat Mitzvah in the Traditional Service
<b>Gabbai</b>	The organiser of the service including aliyot, mitzvot, etc.
<b>Gelilah</b>	Literally ‘rolling’, this means closing the Torah scroll and covering it with the mantle and pointer after it has been read
<b>Haderech</b>	Our Wednesday afternoon education programme for B’nei Mitzvah and beyond
<b>Hadracha</b>	Youth leadership
<b>Haftarah</b>	(plural = haftarot) A reading from the Book of Prophets, read just after the Torah portion on Shabbat
<b>Hagbah</b>	Lifting and displaying the Torah to the congregation after it has been read
<b>Hakol Olin</b>	Our Traditional Egalitarian service held every Shabbat morning
<b>Havdalah</b>	Ceremony marking the end of shabbat
<b>Kabbalat Shabbat</b>	The Friday night service

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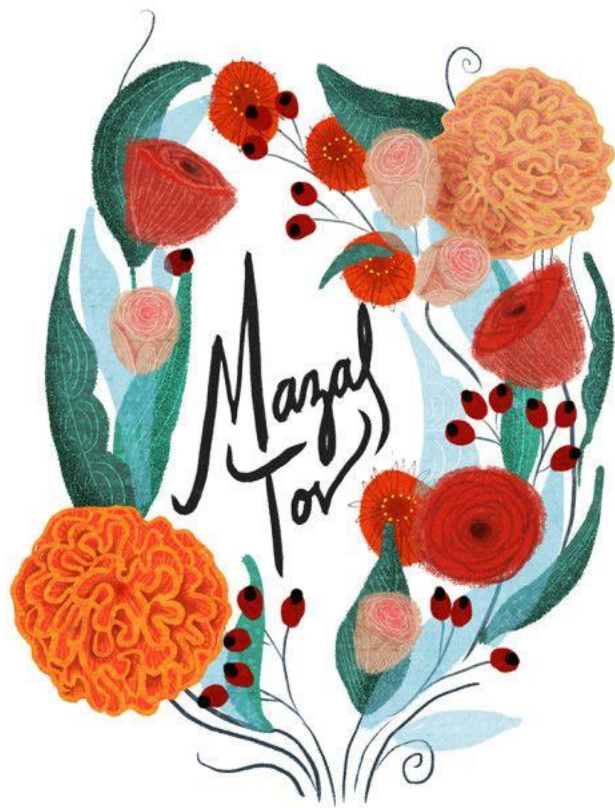
<b>Kaddish</b>	The prayers said by mourners
<b>Kiddush</b>	The blessing over wine sanctifying the Shabbat or a holiday
<b>Kippah</b>	(plural = kippot) head covering
<b>Lag b'Omer</b>	33rd day of the Omer on which mourning restrictions are lifted
<b>Levi</b>	(plural levi'im) someone descending from the Tribe of Levi. In contemporary Judaism they hold a special status.
<b>Leyn</b>	Read/chant from the Torah
<b>Maariv</b>	The evening service
<b>Maftir</b>	The last section of the Torah reading that is read on Shabbat morning (often by B'nei Mitzvah)
<b>Minchah</b>	The afternoon service
<b>Minyan</b>	Quorum on 10 people over the age of 13 needed for a prayer service
<b>Mussaf</b>	The additional service recited on shabbat and festivals
<b>Noam</b>	Youth Movement of the Assembly of Masorti synagogues for 9-18 year olds
<b>Omer</b>	The seven-week period between Passover and Shavuot. A semi-mourning period.
<b>Parsha</b>	A section of the Torah read on any particular day
<b>Petichah</b>	The act of opening the ark during the Torah service
<b>Rishon</b>	The first part of the Torah reading that is read during Minchah on Shabbat
<b>Rosh Chodesh</b>	Jewish new month. Due to the Jewish calendar being lunar based, it always occurs on a new moon.
<b>Sedra</b>	The whole Torah portion to be read on a particular date
<b>Sefer Torah</b>	Torah scroll
<b>Shacharit</b>	The morning service
<b>Shammas</b>	The organiser of the service including aliyot, mitzvot, etc.
<b>Shiur</b>	A discussion about a particular Torah reading (sedra)
<b>Siddur</b>	Prayer book
<b>Simchah</b>	Meaning 'happiness' or 'joy'. Refers to a celebration
<b>Talit</b>	Prayer shawl

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<b>Tisha B'Av</b>	The '9th of Av' is a day of mourning commemorating many tragedies that have befallen the Jewish people starting with the destruction of the First Temple. The 9th of Av usually falls in July/August
<b>Torah</b>	5 books of the Old Testament
<b>Tzedakah</b>	Charity
<b>Yahrzeit</b>	The anniversary of someone's death



Wishing you all



on your simchah