

Refreshments for a Regular Shabbat Kiddush

For a regular *Shabbat Kiddush*, you may bring sweet and/or savoury biscuits or any variety of cakes. Homemade cookies and cakes are very popular. If you would like to serve small sandwiches, bridge rolls or tartlets, please remember that they should **not contain any meat, meat products, shellfish or anything made with peanuts or pistachios**.

Plates, platters and baskets are available for you to use, as well as paper napkins.

During *or shabbat* term time, we suggest you bring along some child-friendly items such as crudités/dips, crisps or fairy cakes. A couple of plates of 'goodies' make the children very happy.

Clearing Away

It would be very helpful indeed if you can remove everything from the *Kiddush* back to the kitchen. In the safe, in its own box, you will find a funnel. Use this to return untouched sherry and wine to the bottles.

Glasses and plates can be stacked near the dishwashers, our caretakers will load them up.

Silverware should be washed by hand in warm soapy water, dried well, and returned to its home. Please make sure that there are no crumbs left between the wooden board and the silver holder, as these will 'pit' the silver. The board has its own tarnish-preventative cover in its box and should be well wrapped in it. Any leftover food can be packed and placed in biscuit tins in the cupboard.



Extended Community Kiddush or Light Luncheon

If you wish to host a special *Kiddush* or light luncheon, there are a few ways to do this

1. Cater this yourself
2. Order food from a Deli such as Panzers or from one of the authorised Synagogue caterers to drop-off food for a self-serve buffet.
3. Hire one of the authorised Synagogue caterers with staff to cater on the premises.

For both (1) and (2), the Synagogue can organise some outside staff to come and help you with preparations and bar or waiting staff.

The Synagogue has a fully stocked kitchen and up-to-date modern equipment for use by caterers.

The following charges apply for the use of kitchen equipment and utensils.

£1.50/head based on numbers of guests, plus £5/tablecloth.

Renée Salamon will be happy to review in details all those options with you.

Private Luncheons following Community Kiddushim

Some members have used our facilities at Kent House for a **private luncheon** following the Community *Kiddush*. Ground or first floor rooms are available and member Room Hire rates apply. Renée Salamon would be happy to meet with you to explain different options that are available for you, or contact her by email at renee@westminstersynagogue.org.

WESTMINSTER SYNAGOGUE



Guidelines for Shabbat Kiddush

Thank you for volunteering for our *Shabbat Kiddush* rota and we hope that these instructions are helpful.

If you are a first-timer, one of the Kent House caretakers or one of our members will always be on hand to help you and to show you where everything is located. As hosts, you are required to supply refreshments for approximately 30 people, plus your own guests, if it is a special occasion.

For a bar/bat mitzvah, the celebrating family supply the Ritual items and a Partner will be assigned to take care of the ritual side of the preparations for you. We will ask you to do the same for another family on another occasion.

The are four parts to these preparations:

1. The *Kiddush* (Wine & *Challah*).
2. Regular *Shabbat* Refreshments.
3. Special *Shabbat* Extended *Kiddush* or Light Luncheon.
4. Private Luncheons following Community *Kiddushim*.

Kiddush

You should arrive at Kent House by 10.15am. The preparations for the *Kiddush* should be finished by 10.45am, before the commencement of the Shabbat Service at 11.00am.

The *Kiddush* is normally set up in the Friedlander Room unless you have been advised otherwise.

Two Challah loaves

We ask you to supply two fresh *Challah*, for a normal *Shabbat* these should be in plaited form. During Festivals they should be round (symbolizing the cycle of the year). If for any reason you are unable to find *Challah* in your local shopping area, then the Synagogue can supply this for you, and we will charge you at cost. Please advise Hilary at the Office in advance if you would like the Synagogue to supply the *Challah*. They will be left for you on the kitchen table to prepare.

Medium dry sherry for the Adults &/or Palwins #10 kosher wine

You will find sherry and kosher wine in the safe, however, you may wish to provide your own, and this would be both acceptable and welcome.



Apple or orange juice for the Children

You will find long-life fruit juice in the fridge or in the safe, or you may wish to bring fresh juice.

Kiddush is usually held in the Friedlander Room, the tables and cloths are set up in advance by the house management team. On occasion *Kiddush* could be in the Marble Hall, Library or the Northern part of the Sanctuary.

Where to find things in the Kitchen

From the padlocked cupboard (on your right as you come in):

- The *Kiddush Cup & Saucer*.
- A silver salt cellar.
- The silver *Challah* board (it is in a box wrapped with a special cloth).
- A *Shabbat Challah* cover.
- The silver *Challah* knife.



From the safe (on your left as you come in)

- Kosher Palwins wine bottle (with pourer).
- Sherry (with pourer).
- Fruit juice for children (check fridge first in case there is an open box).

Preparing the Kiddush

Step 1

- Pour a little kosher wine into the *Kiddush Cup* and place on its *Saucer*.
- Place one of the *Challah* loaves on the *Challah* board, cover it with the cloth.
- Take both through to the Friedlander Room, together with the *Challah* knife and the salt cellar, and place them in the middle of the table near the window.

Step 2

- Cut the other *Challah* into smallish pieces and place in two baskets (lined with a napkin). The baskets are located in the silver cupboard, the napkins are in one of the middle drawers. There are more if you need them.
- Prepare stainless steel trays of small *Kiddush* glasses and **half** fill them; each tray should be half sherry and half kosher wine. Use the measure pourer - if it is not already in the bottle, you will find it in a marked box in the safe. Do not over-fill the glasses. 24 to 30 glasses are sufficient for a normal *Shabbat* morning.
- If you are preparing **Kiddush** for a special occasion such as a baby blessing or *bar/bat mitzvah* we will let you know in advance how many glasses to prepare.
- Place the baskets of *Challah* and the trays of sherry and wine on the **Kiddush** table.
- **For the children**, prepare two trays of juice in tumblers (from the middle cupboard on the right as you go into the kitchen). Use fruit juice from the fridge, there are more cartons in the safe. Please check that you use the cartons in date rotation. If there is no *or shabbat* on the day, you will need only one small tray of drinks.

