



**Congregation Shaarei Kodesh – Reopening Plan for Religious Services
Updated September 1, 2020**

Please read the entire document below.

In order to acknowledge that you have read and agree, you will need to click on the link at the very bottom of the last page.

A message from our CSK Task Force as of November 20, 2020:

*As we know, COVID-19 is spreading widely and spikes in cases will likely continue over the next few months. Locally there is also an increase in cases and positive tests. The COVID-19 Task Force has conferred and it is appropriate to drop back to **Phase One of the CSK Plan**.*

In the spirit of Kavod HaBriyot – Honoring One Another -- it is important that we continue to take precautions against the spread of COVID-19.

The synagogue re-opening will take place within a framework of Kavod HaBriyot – Honoring One Another. The guidelines incorporate established guidelines for minimizing the transmission of COVID-19. It is critical that we take stock of our collective actions order to ensure the continued health of all individuals who enter our synagogue.

The decision to attend services is an individual one. Each individual will need to carefully evaluate his/her risk factors to determine whether attending services is appropriate for that individual and in the interest of our community. Regardless of the precautions, a decision to venture into communal gatherings is not without risk. It is likely that transmission of COVID-19 will continue in our community for some time.

CSK cannot guarantee that its building or the religious services conducted within its building will be completely safe or free of risk. Regardless of precautions, it is possible that employees, congregants or visitors will be unknowing carriers of COVID-19 and transmission from one individual to another may occur. This plan utilizes a stage reopening of the building for services which takes into account local COVID-19 circumstances.

STAGES OF REOPENING

Phase	Community Health Requirements to Reach this Stage	Number of individuals permitted at services and/or percentage of occupancy	Standards for Employees, Congregants and Visitors	Service Details
One	n/a	<p>Maximum of 5-7 individuals in chapel area during construction phase, depending on space.</p> <p>Maximum of 10 individuals in the chapel area after construction.</p> <p>Maximum of 20 individuals in the sanctuary (once open).</p>	<p>Masks required at all times.</p> <p>Employees, congregants and visitors to maintain distancing from each other.</p> <p>Access acknowledgment required for all</p>	<p>Online only services strongly encouraged.</p> <p>B’nai Mitzvah and special events permitted within capacity and distancing guidelines.</p> <p>Physical Space Considerations to be strictly monitored.</p>

		Outdoor Activity as separately provided.	congregants and visitors to the building and for outdoor services.	
Two: Small Groups	Downward trajectory of COVID-19 cases in Boca Raton area for 14 continuous days <u>and</u> COVID-19 positive tests below 6% in Palm Beach County for 14 continuous days.	Lesser of: 25% of seating capacity or 15 individuals in chapel area. Lesser of: 25% of seating capacity or 30 individuals in sanctuary. Outdoor Activity as separately provided.	Same as above.	Same as above. Services online plus resumption of services with small groups.
Three: Medium Groups	Downward trajectory of COVID-19 cases in Boca Raton area for 30 continuous days <u>and</u> downward trajectory of COVID-19 positive tests below 5% in Palm Beach County for 30 continuous days.	Lesser of: 50% of seating capacity or 20 individuals in chapel area. Lesser of: 50% of seating capacity or 40 individuals in sanctuary. Outdoor Activity as separately provided.	Same as above.	Services online plus resumption of services with medium size groups.
Four: Broader Activities	Continued downward trajectory of COVID-19 cases and downward trajectory of COVID-19 positive tests.	TBD Childcare offered. childcare offered.	TBD	Resumption of childcare. Resumption of kiddush and challah at services.

PHYSICAL SPACE CONSIDERATIONS

- Seating will provide for social distancing between groups. Families/couples, etc. will be seated together as a pod without social distancing. Ushers will set up chairs utilizing the reservation system prior to the service. Ushers will direct individuals/groups to their designated seating.
 - Seating to allow a distance of six feet between groups of individuals.
 - Seating capacity will be in reference to pods rather than individuals. For example, a couple will be seated together and count as 1 seat, a family of 4 will be seated together and count as 1 seat and a single person will sit alone and count as 1 seat.
 - Seating will need to set-up for each service in response to the reservations. Seating will likely vary from event to event. Consider signs to designate the seats for each individual/group. Ushers will direct individuals/groups to their designated seats.
- Barriers around Torah reading table and pulpit. Add plexiglass barriers around the Torah reading table and around the pulpit. This will provide additional protection associated with singing and speaking. Torah reading table and pulpit when utilized for signing or chanting to be turned to face away from congregation. Torah readers and daveners may remove face mask if plexiglass shield is in place and table/pulpit is facing away from the congregation. Only one person may be present at the Torah reading table or pulpit at a time while not wearing a mask. Torah reader or davener to replace face mask as soon as activity is complete.

- Recommend that doors in sanctuary be open for the entire service to allow air circulation. Note that this may present a security issue.
- Tallit will not be offered for use. Kippot offered will be disposable type and individuals will not be collected after use.
- Books. Ushers will place prayer books on seats prior to service. Books will remain on the seats after services for 24 hours. No need to separately disinfect.
- Logistics of entrance / exit: There should ideally be a one-way entrance and one-way exit of the building. Consider the touch-points required for entry/exit – i.e., door handles, buttons, etc. Place hand sanitizer close to the entrance.
- Ushers: Every service will need 1-2 people to usher. Ushers will set up seats within social distancing guidelines and the reservations. Ushers will need to serve as ‘mask police’. If masks are not being worn correctly, the usher will ask for correction or for the individual/group to leave.

PARTICIPANT CONSIDERATIONS

- If you do not feel well, please stay home. Remember that the health of the community is the responsibility of each of us.
- Reservation Required – Attendance at services will be by prior reservation. All services will have a limit as to the number who may attend. Reservations will be required for each service and attendees will be asked to confirm their understanding of the health precautions. Reservations must be made at least 24 hours prior to the service.
 - Utilize a means of sign-up that will only permit a certain number of persons or groups to sign-up. The system will need to close after a certain number. Include a check-the-box in the reservation which confirms understanding of the guidelines and procedures. The sign-up system will need to automatically log the Rabbi, Hazzan and others who will be necessary for the service in the count (i.e., torah readers, usher, honorees, etc.). Need to establish some means of communication to allow ushers to set up the room based on reservations.
 - Attendees to sign Access Acknowledgment. This may be physical document or electronic document (particularly for Shabbat and holidays)
- Face masks are required for each attendee, including children, at all times. Masks must cover the individual’s mouth and nose. No one will be permitted to attend without a mask. Any person who removes his/her mask will be asked to leave the service (exceptions when davening, reading torah as outlined). Each person must bring his/her own mask.
- Each individual will wash hands with soap/water or use sanitizer upon entering the building.
- Socializing and kibitzing are to be minimal. Please no handshakes, hugging, kissing or touching those outside of your family group. The Rabbi and Hazzan will also follow these guidelines and will not be shaking hands, hugging or kissing.
- Minimize movement around the room. To use the restroom, please leave and return directly. The only persons circulating in the room will be the Rabbi and Ushers. Following services, leave the books on the chairs.
- No food or drink except as provided in Stage Four and beyond.

- Congregants will provide their own kippot and tallit. Prayer books will be provided. Prayer books used during a service will be set aside for 24 hours before being reshelved. Each attendee is encouraged to bring his/her own water bottle.

RITUAL CONSIDERATIONS

Many ritual aspects of services have been reviewed by the Ritual Committee. The logistics of running services will need careful consideration and likely require practice.

- Aliyot. Only one person to stand at Torah reading table at a time.
- Lifting and tying Torah. Because two individuals must work together closely, these honors should be given only to those in the same household/pod.
- Torah processional. This ritual should be eliminated as it inevitably leads to movement around the room, touching, kissing and kibitzing.
- Kiddush will not be made at the synagogue except during Stage Four.

COMMUNICATION

Communication of the guidelines to the congregation is key. Communication should emphasize the Jewish value of preserving health and the obligations to keep neighbors and community safe. It may be appropriate to provide a forum for feedback, questions and concerns about the guidelines and procedures. Signs should be posted on all doors stating that masks are required for all individuals who enter the building. Signs should include information on how to properly wear a mask.

All attendees to sign or acknowledge online the Access Acknowledgment.

OUTDOOR ACTIVITY

Risk of transmission of COVID-19 in outdoor spaces is reduced in comparison to indoor spaces. Keeping in mind that Florida weather can be hot, buggy and unpredictable, services may be held outdoors.

The number of individuals who may participate should be limited according to the space utilized for activity and social distancing maintained. Masks required at all times. Persons davening and reading torah should do facing away from other participants.

Outdoor activity should avoid physical touching of another individual. Ritual objects should not be passed from one individual to another. There will need to be a means of access to utilize restrooms which avoid close contact with other individuals.

The Sukkah may be used for eating by one or two groups at a time while maintaining social distancing.

Use of the reservation system highly recommended so that all individuals provide a waiver.

COMMUNICATION FOR ATTEDANCE AT RELIGIOUS SERVICES

The decision to attend services is an individual one. Each individual will need to carefully evaluate his/her risk factors to determine whether attending services is appropriate for that individual and in the interest of our community. Regardless of the precautions, a decision to venture into communal gatherings is not without risk. It is likely that transmission of COVID-19 will continue in our community for some time. CSK cannot guarantee that services will be completely safe or free of risk.

Reservation system – check the box prior to submission of reservation. Following items to be included in the confirmation of reservation.

By submission of this RSVP for the upcoming service, you and all persons who will attend with you, confirm the following:

- No one in your family has a fever. Everyone who attends is feeling well. Remember that the health of the community is the responsibility of each of us.
- No one in your household has tested positive for COVID-19 within the past three weeks. No one in your household has had contact with anyone who has tested positive for COVID-19 in the past two weeks.
- Face masks are required for each attendee, including children, at all times. Masks must cover the individual's mouth and nose. No one will be permitted to attend without a mask. Any person who removes his/her mask will be asked to leave the service. Each person must bring his/her own mask.
- Each individual will wash hands will soap/water or use sanitizer upon entering the building.
- Please bring your own kippot and tallit.
- Socializing and kibitzing are to be minimal. Please no handshakes, hugging, kissing or touching those outside of your family group. The Rabbi and Hazzan will also follow these guidelines and will not be shaking hands, hugging or kissing.
- Minimize movement around the room. To use the restroom, please leave and return directly. The only persons circulating in the room will be the Rabbi and Ushers. Following services, leave the books on the chairs.
- No food or drink will be offered. Please bring your own reusable water bottle.

CERTIFICATION OF GOOD HEALTH & UNDERSTANDING OF SAFETY PRECAUTIONS

We are guided by the Jewish values of *Pikuah Nefesh* -- Safeguarding Life and *Kavod HaBriyot* – Honoring One Another. It is critical that we take stock of our collective actions in order to ensure the continued health of all individuals who enter our synagogue.

CSK cannot guarantee that its building will be completely safe or free of risk. Regardless of precautions, it is possible that employees, congregants or visitors will be unknowing carriers of COVID-19 and transmission from one individual to another may occur. CSK is not responsible for any exposure or transmission of COVID-19 that may result from my presence in the building.

Please confirm the following:

_____ No one in my household has a fever. Everyone in my household is feeling well. Remember that the health of the community is the responsibility of each of us.

_____ No one in my household has tested positive for COVID-19 within the past three weeks. No one in my household has had contact with anyone who has tested positive for COVID-19 in the past two weeks.

_____ I understand that a face mask is required for entry into the building and must be worn at all times. Masks must cover an individual's mouth and nose. Each person must bring his/her own mask. Note that an employee of CSK, who is in her/his own office, with the door closed, may remove her/his mask during that time.

_____ Upon entering the building, I will wash my hands with soap/water or use sanitizer.

_____ I will follow generally acceptable social distancing guidelines.

[CLICK HERE TO ELECTRONICALLY ACKNOWLEDGE THAT YOU HAVE READ THE ABOVE.](#)