

Kiddush @ Beth Jacob - How to prepare!

Please let the office know whether your Kiddush will be meat or dairy so that the janitor can put on the appropriate counters in the kitchen and table cloths in the back room. Then, the Rabbi will unlock the appropriate cupboards in the kitchen. We need to maintain separate places to store meat, dairy and pareve goods, so no one becomes accidentally confused and mixes them up. Potato chips come in both dairy and parve, check the label. Most Lays and Ruffles are Kosher but if the chips contain Dairy it will say on the package.

Contact the office 519 743 8422 or call or email the rabbi 519 897 7224 rabbi@bethjacobkw.ca as to when you will be bringing in your food, so that the Rabbi can check it for kashruth. If you are unable to do your allotted week, you MUST arrange to switch your week with another family on the calendar. If switching your week please inform Linda or Eva Matlow.

All foods and drinks MUST have a proper Hechsher! Please ask the Rabbi or the office for the list that is required for Beth Jacob's Kosher Kitchen. Please note that some should not be used with meat. They will have a D or the word dairy under the kosher symbol. Same thing with cookies and cakes. Only Pareve can be served with meat.

On the Friday, the day before your kiddush, you must go to the Shul and take out from the freezer, one whole challah and one bun. Make sure they are well wrapped. As well, take out whatever cakes, cookies and sliced bread that will be used, and place them on the rack too.

You may prepare any platters you need for the kiddush (salad, tuna, eggs, etc.) and wrap them well before putting them in the fridge. ALL wrapping needs to be done before Shabbat (tin foil, plastic wrap etc). Cover all trays first with tin foil so that clean up is easy. All Use new plastic bowls for salad every time. All trays can be found in the pantry cupboards right across from the dishwasher. ALL RIPPING SHOULD BE DONE BEFORE SHABBAT, (tin foil, plastic wrap etc) NO RIPPING may be done on Shabbat!

1. A can opener is not permitted on Shabbat. Please open cans on Friday. You will find a can opener in the upper cupboard behind the door, near the dishwasher. The opener is wrapped in a bag and is in a long plastic tray. It **MUST** be put back there immediately after using so that it does not get lost.
2. Paper goods such as plates, cups, napkins and cutlery can be found in the classroom across from the kitchen door, in the middle cupboard.
3. Do the set-up for @35 people during regular Kiddushim and for @50 during the Shabbat before (Shabbat Mevarchim) Rosh Chodesh or on Rosh Chodesh (Shabbat Rosh Chodesh, the new month fall on Shabbat). Kiddushim are usually served in the back room. Put out all the paper goods and coffee/tea items on the buffet table and the small coffee table.

Beverages are usually coffee, tea, wine, pop, water and sometimes juice. Pop can be found in the classroom cupboard and fridge. Use up all opened bottles first. Put new bottles as needed into the fridge overnight to get cold. White wine can be put into the fridge as needed, which is also found in the same cupboard. Red wine can be left out on the counter. The janitor will fill and plug in the coffee percolator on Friday.

FINAL INSTRUCTIONS

All leftover foods please inform the Rabbi. Close all plastic garbage bags before you leave to prevent mice.

Please leave all dirty dish towels in the kitchen to dry. No need to wash as the kiddush chairperson will gather when they accumulate and will wash.

Retain all invoices, sign and submit them to the office for reimbursement. **AFTER SHABBAT!**

To understand how to clean the tables on Shabbat or how to wash dishes, please ask the Rabbi!

PLEASE MAKE SURE THAT THE KITCHEN IS LEFT CLEAN WHEN YOU LEAVE!!!