

## **Practical Aspects of the Day**

As the day of the Bar or Bat Mitzvah ceremony draws closer we know that there can be a lot to think about. To help you prepare, this sheet has been put together to give an idea of some of the practical aspects of the day.

The details in this document are not compulsory, but they do represent the norm – please do get in touch with Ben or Elliott from Rites and Practices, or Donna or Anne in the Synagogue office on [eastlondonandessexliberal@gmail.com](mailto:eastlondonandessexliberal@gmail.com) if you have any questions on the below, or would like to do something differently. We are keen to help celebrate with you and will do our best to accommodate any new ideas!

In return, we would ask that you help us make the event special:

### **Erev Shabbat**

- The Erev Shabbat service is the start of the Shabbat where your child will celebrate their Bar/Bat Mitzvah, and so it is generally expected that the family will attend the service.
- It would be kind if you could bring some cake/light refreshments so that congregants can celebrate with you after the service.
- You may also want to bring flowers to decorate the shul and make it look festive. If so, please arrange a mutually convenient time to drop the flowers off. We have vases at the Shul which you are welcome to use.

### **On the morning**

- Please provide wine and grape juice for the congregation for the Kiddush. Depending on how many family and friends will be attending, 3-5 bottles of Kiddush wine and 2 bottles of grape juice should be plenty. You will also need to ensure the wine and grape juice has been poured into the small plastic Kiddush glasses before the service begins so that they can be brought around swiftly at the end.
- Please also provide the challah for the Kiddush. You may want to pre-cut one in advance to speed up the process, but we need one uncut challah to be ceremonially cut at the end of the service.
- Please make sure that your guests know what time the service starts, and stress the need to arrive on time – when the Shul is full it can be very disruptive when people arrive during the service. It would be a good idea to allow for travel time for your guests, so we suggest asking them to arrive 15 minutes before the start of the service. With a full choir there is a maximum capacity for 100 other people in the synagogue, including regular congregants. We would suggest 85 additional guests can be comfortably accommodated. If you are worried that you will be over this number please do speak to the Rabbi. Also, if you let us know in advance

if you are expecting anyone in a wheelchair or with significant mobility restrictions, we can ensure space is set aside for them.

- Guests/friends/family are not allowed to take photographs during the service – this has happened in the past and has been very distracting! You are welcome to take photographs after the service though.

### **Kiddush**

- It is customary to provide a Kiddush for the congregation after the Bar/Bat Mitzvah service.
- The scale and style of this is entirely up to you. Some people have quite large kiddushes with outside catering (please let us know several weeks in advance if this is your plan as a classroom will need to be cleared specially). Some people cater their own Kiddush and this can be either upstairs or downstairs as you prefer. Either way, please remember that food must be vegetarian or permitted fish only and not contain nuts.
- If you are using the upstairs classroom you will need to ensure any Kiddush preparation is completed before the service begins as the sound-proofing between upstairs and the sanctuary is poor.
- Please make sure that you ask friends or family to help you with preparation by coming to the synagogue early and pouring the wine and getting things ready – or, if using caterers, that they know to do this.
- You are welcome to use any synagogue crockery and glassware, but please do make sure that you clear up and leave things as you found them before you go, or arrange for others to do so for you.