



## Plan for Reconvening in Person

The science of COVID-19 is changing constantly. These guidelines will be reviewed in detail on a monthly basis (or more frequently) and updated when required, by the Reimagining Committee, with appropriate consultation of experts, in order to manage risk for our members, clergy, and staff. This plan is effective August 15, 2020 (updated April 13, 2021).






The Temple Israel Portsmouth (TIP) plan for reopening is a metric-based system aligning with the external environment metrics for New Hampshire as reported by the “Covid Act Now” website. <https://covidactnow.org/state/NH?s=756131> .

Covid Act Now.org performs real-time modeling by county and describes COVID-19 status using a 5-step color-coded system which combines 3 tracking metrics:

- new case rate
- infection rate
- positive test rate

The State of NH metric will be employed to guide the opening status of TIP. Metric monitoring will occur by TIP staff every Monday and Thursday. The metric for that timeframe will dictate the level of opening as described in the table below. Planned events for that timeframe will be adjusted accordingly. Metric colors are defined as follows:

Color Code      COVID Risk Level

	Severe
	Critical
	High
	Medium
	Low

Color	Risk level	Building access
Maroon	Severe	Building is closed to members. No indoor or outdoor in-person events are scheduled. Virtual events only.
Red	Critical	Building is closed to members except for essential business. Virtual events only. No indoor or outdoor in-person events are scheduled. Exceptions may be considered on a case-by-case basis subject to more extensive safety protocols and advance approval by the Reimagining Committee.
Orange	High	Building is open for essential business. Outdoor events take place with safety protocols in place.
Yellow	Medium	Building is open for regular business by appointment. Inside member event attendance capped at 20 household units (sanctuary); 10 individuals (social hall). Outside events are encouraged.
Green	Low	To be updated.

\* One positive test of COVID-19 of an event attendee will result in the building’s immediate closure to events while close contacts of this individual are notified to get tested and the building is re-cleaned and disinfected. Then we will return to the appropriate opening status, corresponding to the level of risk for the state of NH.

\* The following sources have largely informed the following document:

State of NH Guidance for Places of Worship, updated version at [www.covidguidance.nh.gov](http://www.covidguidance.nh.gov)

CDC Covid-19 "Considerations for Communities of Faith" <https://www.cdc.gov/coronavirus/2019-ncov/community/faith-based.html>

## Section I – General rules

The following general rules will apply to all temple activities with some exceptions for the ELC, which is adhering to the state of NH protocols for emergency childcare centers and has a custom reopening plan. Specific guidelines and accommodations for Shabbat morning services (including b'nei mitzvah celebrations) are being developed.

### A. TIP BUILDING RULES

- All access is by appointment only until a green level is reached
- Attendees at services will preregister in order to respect capacity limits
- Anyone entering TIP for any reason (including staff) will
  - sign into the logbook or have their attendance noted by a greeter
  - have available for their review the “Statement of Responsibilities,” outlining both the measures taken by TIP and the actions expected of building entrants / event participants in order to mitigate the risk of disease transmission
  - will have a temperature that is below 100.4 degrees F
  - and answer NO to the posted health screening questions below
    - Are you or any member of your family experiencing any of the following “new” or “unexpected” symptoms? (e.g., a chronic cough would not be a positive screen)
    - Fever or feeling feverish (equal to or higher than 100.4 degrees F, chills, sweating) in the last 72 hours?
    - Respiratory symptoms such as new cough, difficulty breathing, or sore throat?
    - New muscle aches or body aches?
    - Vomiting or diarrhea?
    - New loss of taste or smell?
    - Are you under evaluation for COVID-19 (for example, waiting for the results of a viral test to confirm infection)?
    - Have you been diagnosed with COVID-19 and not yet cleared to discontinue isolation?
    - Have you have been in contact with anyone infected with COVID-19 within the last 10 days? (This restriction does not apply to vaccinated persons 14 days past their second or final dose, according to NH DHHS guidance)

- In the prior 10 days, have you traveled internationally (outside the U.S., except for essential travel to/from Canada) or on a cruise ship?
- Entry to TIP is limited to the Court Street door
- All inside group events are limited to the sanctuary and social hall
- Before an inside event, markers will be placed at a 6-foot distance outside the entry.
- People entering will form a line with a 6-foot distance between household groups and will maintain that distance while traveling to the event room.
- Masks will be worn at all times while travelling around the building.
- Entrance to the sanctuary is via the Court Street entry stairway and through the door near the elevator that leads to the *bimah* (East door). Latecomers will use the back hallway leading to the State Street vestibule (North door). A spray bottle of disinfectant is available in the back hallway to disinfect the area.
- Exit from the sanctuary is via the door to the right of the *bimah* (West door), with participants exiting starting from the front row of pews.
- Elevator use will be limited to members of the same household or an aide.
- Restrooms are single occupancy.

## **B. PERSONAL SAFETY RULES**

- Please refrain from coming to the temple or temple events IF
  - You, or any member of your household, are experiencing any symptoms of illness, such as a cough, sore throat, low-grade fever, etc.
  - You have been in contact with anyone infected with COVID-19 within the last 14 days. (This restriction does not apply to vaccinated persons 14 days past their second or final dose, according to NH DHHS guidance.)
  - You are currently quarantined due to international travel or other reason.
- You are expected to wear a mask that covers your nose and mouth while in the building and at outdoor events (for attendees over the age of six).
- Please use the temple-provided "Purell" (or equivalent sanitizer) on your hands before leaving the vestibule, so that items you may touch will be touched by sanitized hands.

- Parents are expected to supervise hand sanitizer application for children aged 5 and under.
- Please cough or sneeze either into a tissue or into the interior of your own elbow, and if possible, reapply Purell (or equivalent sanitizer) on your hands.
- Bring your own yarmulke and tallit.
- Avoid kissing or touching any ritual objects (mezuzah, prayer book, tallit, etc.).
- You may use a temple prayer book during the service and then return it to the appropriate “quarantine station” afterwards.
- Stay at least 6 feet away from others not in your household unit.

### **C. PROCEDURES FOR SCHEDULING AN EVENT**

- The temple administrator must be contacted for scheduling of all temple events.
- The event organizer will complete the Event Reservation Form.
- The form will be forwarded by the temple administrator to members of the Reimagining committee for review.
- Criteria for approving an event:
  - The event is appropriate for the current risk level.
  - There is a plan for social distancing that meets the 6-foot minimum requirements.
  - Event organizer handles all RSVPs and will be required to take attendance at the event and convey to the office afterwards.
  - Event organizers will designate an usher/greeter for each event. This person will monitor social distancing, monitor masks, and monitor flow through the building, etc. The usher/greeter will text or email the House Committee designee the next day and report on any difficulties with attendee compliance.
  - The organizer is required to be present at the event AND to ensure all participants are following the rules.

## Section II – Specifications for Event types

### Procedures for OUTDOOR services & events

Event Planning	<ul style="list-style-type: none"><li>● Standard TIP protocols for event planning - see section 1.C of this document for planning events.</li></ul>
Personal safety	<ul style="list-style-type: none"><li>● Standard TIP protocols for personal safety (mask, distancing, etc.) – see section 1.B of this document for personal safety rules.</li></ul>
Parking	<ul style="list-style-type: none"><li>● Parking information to be supplied by the event organizer</li></ul>
Building access	<ul style="list-style-type: none"><li>● Event organizer will coordinate building access with the temple administrator to pick up the outside event equipment which is stored in the closet in the social hall next to the kitchen.</li></ul>
Venue security	<ul style="list-style-type: none"><li>● Security details will be requested for outside events of groups larger than 25 attendees and for all outdoor religious services.</li></ul>
Seating	<ul style="list-style-type: none"><li>● Congregants will bring their own lawn chairs or blankets for seating.</li><li>● Congregants will maintain 6-foot distance between household groups.</li><li>● Maximum group size is determined by contract with vendor; RSVPs are required to control group size.</li><li>● Congregants are requested to follow usher directions.</li></ul>
Siddurim	<ul style="list-style-type: none"><li>● An individual who has his/her own <i>Lev Shalem</i> siddur is encouraged to bring it to services.</li><li>● Copies of a paper selection from <i>Lev Shalem</i> siddur will be distributed. These copies will have been in “quarantine” for a week prior to distribution.</li></ul>

Head coverings	<ul style="list-style-type: none"> <li>● Individuals are encouraged to bring their own yarmulkes or head coverings.</li> <li>● Ushers will have yarmulkes and head coverings to distribute to those who need them. These are to be taken home by congregants and not left at the venue or synagogue.</li> </ul>
Restrooms	<ul style="list-style-type: none"> <li>● May be available at venue; if so, congregants are asked to follow posted policies.</li> </ul>
Virtual Services	<ul style="list-style-type: none"> <li>● In consideration of our congregants who feel uncomfortable about attending services in person, we will also livestream services that are held “in person.”</li> </ul>
Food	<ul style="list-style-type: none"> <li>● No shared food or drink, please.</li> </ul>
Exit	<ul style="list-style-type: none"> <li>● When events end, please keep your masks on and maintain proper social distancing as you leave the site and return to your cars.</li> <li>● Please do not dispose of used gloves and masks or other trash in the parking lot.</li> <li>● To help ensure everyone’s safety, please do not congregate in the parking lot or block other congregants’ access to their vehicles.</li> </ul>

**Procedures for INDOOR services & events**

Event Planning	<ul style="list-style-type: none"> <li>● Standard TIP protocols for event planning - see section 1.C of this document for planning events.</li> </ul>
Personal safety	<ul style="list-style-type: none"> <li>● Standard TIP protocols for personal safety (mask, distancing, etc.) – see section 1.B of this document for personal safety rules.</li> </ul>
Parking	<ul style="list-style-type: none"> <li>● Please be mindful of physical distancing and put on your mask before exiting your car if there are other people in the parking lot.</li> </ul>

<p>Building access</p>	<ul style="list-style-type: none"> <li>● All entry will be through the Court Street entryway.</li> <li>● Travel to the social hall through the first lobby doors and exit through the Shmooze.</li> <li>● Travel to the sanctuary up the Court Street staircase and in through the <i>bimah</i> East door (closest to the elevator). Latecomers will use the back stairwell into the State Street vestibule (North door). Exit will be through the <i>bimah</i> West door (closest to the outside playground).</li> <li>● Possessions are to be kept with the attendee as there is no access to the coat closet.</li> <li>● 2- hour maximum timeframe for events.</li> </ul>
<p>Building security</p>	<ul style="list-style-type: none"> <li>● Sanctuary doors will remain locked.</li> </ul>
<p>Sanctuary</p>	<ul style="list-style-type: none"> <li>● Seating will be limited to ensure a 6-foot minimum distance between household groups.</li> <li>● Capacity of inside events is limited depending on risk status.</li> <li>● Seats in the sanctuary will be cordoned off (tape across seats that are not to be used) so that distancing is feasible. Household groups sit together.</li> <li>● Please obey requests from the usher(s) who will direct congregants to seats.</li> <li>● Congregants are requested to sing quietly.</li> </ul>
<p>Siddurim</p>	<ul style="list-style-type: none"> <li>● An individual who has his/her own <i>Lev Shalem</i> siddur is encouraged to bring it to services.</li> <li>● Copies of the <i>Lev Shalem</i> siddur are available in the sanctuary if needed. These copies will have been in “quarantine” for 3 days prior to distribution.</li> </ul>



<p>Head coverings</p>	<ul style="list-style-type: none"> <li>● Individuals are encouraged to bring their own yarmulkes or head coverings.</li> <li>● Ushers will have yarmulkes and head coverings to distribute to those who need them. These are to be taken home by the congregants and not left at the venue or synagogue.</li> </ul>
<p>Bimah</p>	<ul style="list-style-type: none"> <li>● No one will be permitted on the bimah during the service other than the rabbi and a limited number of individuals (as determined by the rabbi) required for the service.</li> <li>● Additional guidance for Shabbat services, including b'nei mitzvah celebrations, is separately listed at the end of this section.</li> </ul>
<p>Restrooms</p>	<ul style="list-style-type: none"> <li>● Please limit restroom use to one person at a time and leave the door open upon exiting.</li> <li>● Soap will be available in the restrooms and hand sanitizer throughout the building.</li> </ul>
<p>Cleaning</p>	<ul style="list-style-type: none"> <li>● Whenever possible before, during, and/or after services, windows will be opened for fresh air.</li> <li>● Following each service, the sanctuary and all other occupied areas will be sanitized in accordance with building-wide sanitation procedures.</li> </ul>
<p>Virtual Services</p>	<ul style="list-style-type: none"> <li>● Zoom or livestream platforms will be available for those viewing from outside the temple.</li> </ul>
<p>Food</p>	<ul style="list-style-type: none"> <li>● No shared food or drink.</li> </ul>
<p>Exit</p>	<ul style="list-style-type: none"> <li>● Exiting will occur row by row from the front of the sanctuary.</li> <li>● Please do not dispose of used gloves and masks in the parking lot.</li> <li>● To help ensure everyone's safety, please do not congregate in the parking lot or block other congregants' access to their vehicles.</li> </ul>

## Accommodations for b'nei mitzvah celebrations in red or orange conditions – updated April 2021

We recognize that at this point in time, young people cannot be vaccinated and are therefore at highest risk. Families may choose to conduct a Zoom-only service; most, if not all, of the honors for family and friends can be accomplished on Zoom.

For those who would like to participate in a hybrid service, the following guidance has been established. A positive COVID test by the student or member of their household during the week prior to the service will result in the move to a Zoom service. Therefore, we strongly suggest that b'nei mitzvah students celebrating in person maintain their family “bubble” as much as possible in the ten days leading up to their service, following CDC mask and hand-washing recommendations and avoiding potential exposure at indoor restaurants, team sporting events, public gatherings of more than 5 people outside their household, etc.

All safety protocols for indoor events must be followed, with the following adjustments:

- ALL in person attendees MUST provide evidence to the temple office by the Friday before the service, either that:
  - they have been fully vaccinated (two weeks past the final dose of a vaccine FDA-authorized for emergency use) OR
  - that they have received a negative COVID-19 test within 72 hours (with a molecular or PCR-based test)
- Only the sanctuary may be used
- Rabba Kaya and the bar/bat mitzvah celebrant may remove their masks on the bimah ONLY when leading portions of the service or reading from the Torah. The celebrant’s parents or older siblings may also remove their masks to read from the Torah or for their remarks to their child
- A Torah scroll may be read but will not be paraded throughout the sanctuary. Only a symbolic parade in front of the bimah is permitted
- Anyone touching the ark, Torah, or *yad* will sanitize their hands beforehand.
- Additional “Adults” to make up a minyan must be Jewish people aged 13 and up.

Attendees allowed in Red status:

- Staff and lay leadership: Rabba Kaya, 1 gabbai (could be the tutor), 1 temple board representative, 1 usher, 1 greeter, 1 Zoom tech
- Bar/bat mitzvah celebrant and their household (all of whom, including children, must provide negative PCR test results as described above to attend in person)
- The celebrant's grandparents OR up to 4 adult family guests
- Only enough additional Temple Israel adult members to ensure there will be a minyan and to fulfill any additional required roles in the service. Whenever possible, these should be from the households of other attendees in order to minimize the quantity of households represented

Attendees allowed in Orange status:

- Staff and lay leadership: Rabba Kaya, 1 gabbai (could be the tutor), 1 temple board representative, 1 usher, 1 greeter, 1 Zoom tech
- Bar/bat mitzvah celebrant and their household
- Up to 4 households of family guests, with a maximum of 10 people
- Up to 6 additional Temple Israel members from a maximum of 4 households, including an usher/greeter who will direct attendees and ensure protocols are followed

**Hebrew School** – Spring 2021 classes will mostly be held virtually. Special events may be held outdoors or indoors, conforming to the guidance above.

**Procedures for Preschool**

Please refer to preschool policies and procedures showing the specific protocols that comply with State-mandated guidelines.

Event Planning	<ul style="list-style-type: none"> <li>● Preschool director will notify VPs Education and House of all schedule changes.</li> </ul>
Personal safety	<ul style="list-style-type: none"> <li>● Standard TIP protocols for personal safety. Per guidelines, teachers are required to wear masks.</li> </ul>
Parking	<ul style="list-style-type: none"> <li>● Parking information for parents to be supplied by the pre-school director.</li> </ul>
Building access	<ul style="list-style-type: none"> <li>● Children will be dropped off by their parents when notified by text by the teachers that it is ok to do so. Children will be escorted by TIP staff through the kitchen door and up the back stairway to the preschool.</li> </ul>
Venue security	<ul style="list-style-type: none"> <li>● Preschool security protocols are in place.</li> </ul>
Seating	<ul style="list-style-type: none"> <li>● The classroom is set up for distancing and single play areas. Playground activities are encouraged.</li> </ul>
Food	<ul style="list-style-type: none"> <li>● No shared food or drink.</li> </ul>
Exit	Children will be picked up by their parents and exit through the kitchen door.
Cleaning	Items and materials which cannot be regularly disinfected have been removed from play area.