

# Elstree & Borehamwood Masorti Community

## Jewish School Admissions

### PROCEDURE

#### **Recording Attendance at Synagogue for the purpose of completing a Certificate of Religious Practice ("CRP")**

1. Please contact the school you are applying to for their CRP requirements.
2. Any person who wishes to have their attendance recorded for the purposes of a CRP ("the Attendee") must submit his/her, and his/her child's, full name, address (and an Email address) and date of birth to [admin@ebmc.org.uk](mailto:admin@ebmc.org.uk), as soon as possible, but not later than 10 am the day before the first Sabbath on which he/she wishes his/her attendance to be recorded.
3. The Shul will create a Register of attendance to be used for each Shabbat attended.
4. Only Shabbat attendance between the dates required by the CRP will be recorded.
5. Judith Raymond has been appointed as Registration Officer (RO) and is responsible for the Register and will ensure that attendances are properly recorded.
6. On Shabbat the Attendee and his/her child must report in person to the RO or other designated person on each occasion they attend synagogue, and may be asked to confirm their address and date of birth. The Register will be open between 10.30am and 11am. You will be required to attend shul for a minimum of 2 hours on each occasion.
7. All records will be confidential, and will only be used to enable the authorised official to sign the CRP.

NOTE: A copy of this Procedure will be displayed in the synagogue and on our website, and is also available on request. It has been made public so that visitors to the synagogue can be clear at an early stage about what they will need to do in order to comply.

E-mail: [admin@ebmc.org.uk](mailto:admin@ebmc.org.uk)

Tel: 07900 138 999

Web: [www.ebmc.org.uk](http://www.ebmc.org.uk)