

Parents/Student/Madrassah Agreement

At Noorani Education Centre, it is our objective to provide healthy and rewarding learning environment for all students. The Madrassah will meet 5 days a week, Monday to Friday. We are committed to do our best to provide a sound Islamic education.

General Rules and Regulations

- Children between the ages of 5 and 16 are enrolled in the Madrassah.
- The Madrassah has 7 curriculum levels of teaching (Nursery and Levels 1-6) and an admission test shall determine which level/class your child will be admitted to.
- Admission Fees (a one off payment) for the Madrasah is: £25.00. Monthly Fees for each child is: £20.00 for members and £30.00 for non-members.
- Fees will be payable in full at the beginning of each month (preferably by standing order), even if the child has been absent for some days. There is no refund for fees paid.
- Pupils who wish to go on holiday must bring in a written letter with exact dates and duration. During the duration of the holiday, the child/s fees will be still collected as we have to reserve the child/s place until they arrive back.
- Classes are held Monday to Friday between 5 and 7pm. Doors are open from 4.45pm.
- The Madrassah is responsible for students 5 minutes prior to start of Madrassah and 15 minutes after Madrassah ends. We cannot take responsibility for students who come earlier or remain later.
- The Madrassah doors will be shut at 5:10PM, any children arriving after this time will be marked as late.
- Student and Parents will respect the Madrassah, and the teachers as we have a **Zero Tolerance Policy**. These unacceptable behaviours are:
 - Violent behaviour or physically hurting others.
 - Deliberate offensive language, including racial, sexual abuse.
 - Rudeness to staff and students.
 - Vandalism.
 - Continued disregard for staff instruction.
 - Continued disregard for Madrassah rules and or procedures.
 - Theft from staff, fellow students and Madrassah premises.
 - Disrespecting the teachers, or the Madrassah property.
- Students will follow instructions issued by the teacher and be respectful **at all times**.
- Examinations will be held throughout the year. Exams are based on the curriculum taught and recognition awards will be given.
- All books for the curriculum are available from the Madrassah office for a very nominal fee. All parents are responsible for the maintenance of these books.
- Parents are strongly advised to take a strong participation into the learning of their child, by asking them what they have learnt.
- Parents are strongly advised to ensure their child sits to pray at home at least for 30 mins each day.

- MP3 players, video games, toys and comics etc. are strictly forbidden. Such items will be confiscated and strict and swift action will be taken against any child breaking these rules.
- **Mobile phones are strictly forbidden** unless consent is given by the office whereby parents explain the necessity behind allowing the child to keep mobile. We will not be responsible if the mobile is lost or stolen.
- Girls are required to **wear black Jilbab and a black Burkha during Madrassah time. Jewellery is actively discouraged.** Boys should be appropriately dressed with a **white Thobe** and a **white Islamic hat** or an **Amamah**. Boys are not allowed to wear earrings, chains or bracelets and the haircut must be modest and of equal length all round.
- Classes for boys and girls are separate and boys are taught by males and girls by females (exceptions may sometimes be made for Nursery classes) ustadh and ustadh' dha.
- If any child does not follow the rules and regulations of the Madrassah, disciplinary action will be taken. The method is such: **Firstly, three verbal warnings by the Teacher, leading to a 10min detention after madrassah.** Secondly, a **Behaviour Letter will be sent to the parents to advise that the child is now to be on a detention list.** Thirdly a **detention after Madrassah for initially 30mins, then for 45mins and then an hour.** Fourthly, **Written warning for the parents and, meeting with parents.** If the matter is still unresolved then the child **will be** suspended from the Madrassah, leading to an expulsion.
- Please discuss any complaints about the Madrassah or staff with the Madrassah management. **Do not** in any circumstances approach any of the teachers or volunteers.
- Please note these rules are the basic rules, more detailed rules can be found in the Parent/Student Guidebook.

I shall abide by All rules and regulations of the Madrassah and shall cooperate with all disciplinary measures suggested to me by the Madrassah: at home and the Madrassah.

Student Name: _____ **Class:** _____

Signature: _____ **Date:** _____

I shall actively involve myself in my child's education, by ensuring my child sits to pray and learn the sabak and also that they are constantly reminded to behave whilst at the Madrassah.

Parents Name: _____

Signature: _____ **Date:** _____

Parents Name: _____

Signature: _____ **Date:** _____