In the Name of Allah the most Kind and Merciful

Please ensure you read the terms and conditions before signing this form and complete the following in **BLOCK CAPITALS**

**DETAILS OF CHILD**

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| Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ male/female  Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age \_\_\_\_\_\_  Name of regular school \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year Group\_\_\_\_\_\_\_  Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Post Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**DETAILS OF PARENT/GUARDIAN**

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| 1. Name of Parent/ Guardian\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   **Contact Details**  Mobile \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ………………………………………………………………………………………………………..………………………………………………   1. Name of Parent/ Guardian \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   **Contact Details**  Mobile \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Has your child undertaken any Qur’an and Islamic Studies before? If so please state where and the level attained:………………………………………………………………………………………………………………………….

Does your child suffer from any allergies, illnesses, disabilities or learning difficulties? If so, please give full details:………………………………………………………………………………………………………………….

Are there any other matters you think we should know about in the interests of your child’s welfare and safety while at the school, If so, please give full details:……………………………………………………………………

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confirm that I, the Guardian of the above name child, have read and understood the terms and conditions and agree to these.

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| **SIGNED** ...........................PRINT NAME.................................... | **DATE** ............................ |

1. Parents/guardians should undertake to support the ethos of the classes by practicing Islam in the home.
2. Parents/guardians agree to work in partnership with the teachers in the Islamic education of their children.
3. All members of the education partnership – parents, teachers and students – undertake to ensure that children abide by the rules and regulations of the School.
4. Only boys between 5-11 and girls between 5-16 are permitted entry. Boys starting from a primary school age at the school may continue their studies to the age of 16.
5. Parents agree to attend parent – teacher meetings
6. Classes will be subdivided to cater for different ability groups;
7. Classes will only be cancelled under exceptional circumstances and will normally run term times, Monday to Friday for 2 hours between 5:30pm ‐ 7:30pm or with the times agreed to be notified.
8. Every effort will be made to limit class sizes to 15 students per Teacher.
9. All fees must be paid in advance for the entire month.
10. Payments will be made by Direct Debit or to the Administrator by **cash or cheque** payable to “Noor-e-Taybah”.
11. Admission fees are £25/child to cover the cost of textbooks/scarf/topi etc.
12. Monthly fees are £100 (first child), £80 (second child), £60 (third child). Fees are non‐refundable regardless of attendance during term time.
13. Parents are responsible for providing a Qaidah/Qur’an/textbooks dependent on the student’s level. Parents will be advised should other items be required.
14. The Teacher will maintain a register of attendance. Absences should be kept to an absolute minimal.
15. The school reserves the right to exclude any student disrupting the class or breaching the behavior policy.
16. Parents/Guardians are responsible for accompanying their child to and from the entrance door and collecting them on time.
17. Boys and Girls must wear appropriate modest, loose fitting clothing according to Islamic norms. No jewelry is allowed.
18. The School reserves the right to change any of the terms, fees, timings, but will give notice of these to parents.
19. Please discuss any complaints about the school with the head teacher. If the matter is still unresolved you have a right to discuss the issue with the head of education.
20. The school is responsible for students 5 minutes prior to start of school time and 10 minutes after school ends. We cannot take responsibility for students who come earlier or remain later.
21. Mobile phones are not allowed in class unless consent is given by the head teacher. The school will not be responsible if the mobile is lost or stolen.
22. Please note these are some basic rules, more detailed rules can be found in the parent/student guidebook.

I shall abide by All rules and regulations of the Islamic School. I shall actively involve myself in my child’s education by following up on all learning activities.

Student Name­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Name­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_