

MADRASAH ANWARUL ISLAM, 90 DARK LANE, BATLEY, WF17 7RN, 01924 441474

www.anwarulislam.co.uk – support@anwarulislam.co.uk

ADMISSION FORM

Please supply all the information requested. Please post or hand deliver the completed form to the Headteacher as soon as possible. Once your enquiry has been processed the Madrasah will contact you.

Full Name (As it appears on the birth certificate)			
Date Of Birth		Age	
Ethnic Origin		Gender	
Address			
Post Code			
Name of Parent/Guardian			
Home Number			
Father Mobile Number		Email	
Mother Mobile Number		Email	
In case of emergency			
Name	Relation to pupil	Telephone	

I have ____ child/children attending Madrasah Anwarul Islam who is/are:

Name	Class
Name	Class
Name	Class

Does your child have any special needs OR Does your child suffer from any medical conditions or have any allergies? E.g. Eczema, Asthma, Food allergies Yes Please circle No

If yes, please specify

Are you a member of Masjid-e Noor Yes No

PARENT/ GUARDIAN DECLARATION

I declare

The child does not have any behavioural problems.

I shall pay the fees and expenses as and when they are due.

I have read and understood the rules and regulations on the other side and agree to abide by them.

PRINT NAME	
SIGNATURE	DATE

RULES AND REGULATIONS

1. All children must dress appropriately, for boys A Kurta/Thawb/ShalwarKameez/Jubba etc, Trousers (that stay above the ankles at all times) and a Topi.
2. Hair must be cut according to the Shariah (short back and sides or any other styles are not allowed). Any child with un-Islamic haircut will not be allowed in the Madrasah.
3. All girls must wear a full length Burkha/ Abaaya, Shalwar and a Scarf, which covers all the hair (no pins). Tights, Jeans, short sleeve or any other non Islamic clothing will not be allowed.
4. Punctual attendance of the times given is necessary from Monday to Friday. Students are expected to arrive on time for classes and any late arrivals or absentees will not be tolerated.
5. All absences must be explained by a note signed by the parent/guardian upon return.
6. Absence of 2 weeks or more without prior authorisation may automatically terminate the student's place in the Madrasah.
7. Any student who leaves the Madrasah without notice/a valid reason will only be put back on the waiting list at the discretion of the Madrasah.
8. The method of teaching will be at the teacher's discretion.
9. Parents/guardians shall be expected to ensure that the child prepares for his/her lessons at home.
10. Any queries or complaints should be made only to the Head teacher not directly to a teacher. There must be no interruptions made by any parent or representative whilst teaching is in progress.
11. **NO PARENT/GUARDIAN IS ALLOWED IN THE MADRASAH PREMISES AT MADRASAH TIMES.**
12. The child will be responsible for any damages caused whilst in Madrasah and any cost will be borne in full by the parents/guardians.
13. Any behavioural problems from a student will not be tolerated and appropriate action will be taken. The Madrasah has a strict 4 stage behaviour policy. If the student misbehaves then these steps will be taken in sequence, though some behaviour may result in immediate expulsion.
Stage 1: A verbal warning, detention given
Stage 2: The Head Teacher will discuss the matter with the student and Detention given.
Stage 3: Parents/Guardians of the child will be called in to have a meeting with the Head Teacher and class Teacher and the student may be suspended.
Stage 4: The student will be excluded if deemed appropriate
14. The Madrasah has a detention policy which applies to all children, irrespective of age. Any Teacher or the Head Teacher can give detention to any child if they consider it necessary. Detentions will be held on Saturday mornings. Failure to attend the detention will lead to the child being **suspended**.
15. Madrasah Anwarul Islam reserves the right to expel any student when it is felt necessary to do so for the well-being of the establishment. Anyone who is expelled will have no legal remedy against the Madrasah.
16. Parents/Guardians should notify the Head teacher prior to admission of any health problems that their child has. Also keep the Madrasah informed of the child's health.
17. Parents/Guardians will not interfere with regards to the running and arrangements of the Madrasah.
18. Madrasah fees should be paid as one annual payment at the beginning of the Madrasah year or paid monthly according to the fees due date **via bank transfer**. If fees are not paid on the date due, then a PENALTY OF £5 will have to be paid for every week.
19. New children will only be accepted at the beginning of a new Madrasah year.
20. Acceptance of all applications will be decided by the Committee. Any direct or indirect influence will not be tolerated.
21. Children are not allowed to attend the Madrasah with mobile phones; hand held game consoles, iPods, iPads, mp3s, Penknives, sweets, chewing gum etc. Any child found to be in possession of any of these items will have them confiscated immediately and may not be returned to the child.
22. All the above Rules and Regulations and any further rules decided by the Head teacher or committee will have to be followed.