



In the Name of Allah the most Kind and Merciful

## MADRASAH ENROLMENT FORM

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

### DETAILS OF CHILD

First Name _____ Surname: _____
Date of Birth _____ Age _____
Address _____
_____ Post Code _____

### DETAILS OF PARENT/GUARDIAN

Name of Parent/ Guardian _____
<b>Contact Details</b>
Mobile _____ Home _____
.....
Name of Parent/ Guardian 2 _____
<b>Contact Details</b>
Mobile _____ Home _____
Email: _____

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 Mosque, If so, please give full details:

.....

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

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

## TERMS & CONDITIONS

1. Parents/guardians should undertake to support the ethos of the classes by practicing Islam in the home.
2. All members of the education partnership – parents, teachers and students – undertake to ensure that children abide by the rules and regulations.
3. For safety reasons parents must collect their children from inside the building on time.
4. Classes will be divided to cater for different ability groups.
5. Classes will run Monday to Friday from 5:30pm to 7:00pm. Madrasa will be closed during the holy month of Ramadan & Eids.
6. All fees must be paid in advance. Payments will be made by Standing Order to be set up before the child starts at the Mosque.
7. Fees are non-refundable regardless of attendance.
8. Parents are responsible for providing a ‘Qaidah’ / Qur’an and Islamic Studies book dependant on the student’s level. Parents will be advised should other textbooks be required.
9. If a student enrolls part-way through the month the fee will be calculated pro-rata till the end of the month, payable in advance.
10. The Teacher will maintain a register of attendance. Absences should be kept to an absolute minimal.
11. The Mosque reserves the right to exclude any student disrupting the class or breaching the displayed centre rules and regulations.
12. Parents/Guardians are responsible for accompanying their child to and from the entrance door and collecting them on time.
13. Girls must wear appropriate modest, loose fitting clothing. Boys should also be dressed according to Islamic norms.
14. The Mosque reserves the right to change any of the terms, fees, timings, but will give notice of these to parents.
15. Every effort is made to maintain your child’s safety, and well-being whilst visiting the Centre. In the unlikely event of an accident, or loss or damage to personal effects, Mosque will not assume any liability for any direct or indirect loss, damage or injury arising from use of the premises and car park.