



**Abū Zahra**  
**FOUNDATION**

52 Highfield Lane, Keighley, BD21 2EH t: 01535 663145 m: 07967 354764 w: www.abuzahra.org

**Application Form** *(Please return at your earliest convenience)*

Child's Name: .....

Date of Birth:...../...../..... School: .....

Parent's/Carer's address:

.....  
.....

Postcode: .....

Telephone Number: Home: .....

Mobile: .....

**Medical & Special Needs**

Are there any special medical or educational needs, allergies or other concerns that our staff should be aware of whilst supervising your child:

.....  
.....  
.....

**Declaration:**

I agree that my child will attend the Madrasa. I accept that although the teachers will take every possible care, in case of any accident, Abu Zahra Foundation (AZF) or its staff will be not liable for any damage or injury. In addition, damage to AZF property, which is not attributable to normal wear and tear, must be repaired at the expense of whosoever is responsible. **I, hereby, agree to follow the Madrasa's rules and regulations.**

Parent's Signature: .....

Date: .....



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## **Guidelines for Parents** *(Please keep a copy for your information)*

The following guidelines for parents have been introduced so that the Madrasa can run in the most efficient way and that your children gets the best possible experience learning the Book of Allah and the essentials of the Islamic religion.

Please help us to help your children by adhering to these basic guidelines. Any child who breaks these guidelines consistently will have his/her Madrasa place re-considered.

### **Absences from Madrasa:**

If your child is absent from the Madrasa **for more than three days** you must let the Madrasa know by phone or in person. You must ensure that absences are kept to a minimum. Children must not consistently miss 1 or 2 days in the week, if this is the case, our staff will contact you to discuss the matter.

Longer breaks to Pakistan and elsewhere must be agreed with the Madrasa in advance.

### **Arrival Time for Class:**

Please ensure your children arrive 5 minutes before class time. Consistent lateness to class adversely affects the child's progress and disrupts the class.

### **Student Behaviour**

Students are expected to respect the teachers, staff and the rules of the Madrasa.

### **Dress Code:**

All boys must wear at least a **topi** that fits and looks good. **Baseball caps** and **football tops** are not appropriate clothing for the Madrasa. No shorts or three-quarter pants please, even in the summer. No chains, bracelets and earrings at all. Hairstyles must be reasonable which means no half shaven heads.

Girls must wear a **headscarf** (not see through material of the traditional dupatas) that **covers all their hair and loose clothing**, whether western or traditional shalwar kameez.

Children will be sent home from class for the day, if the dress code is broken.

### **Fees:**

The fees are **£10 per calendar month due on the 1<sup>st</sup> of every month, in advance.**

If your child is absent due to illness or for any other reason, full fees will still be due for that month. Absences for holidays abroad are exempted when it has been agreed with the Madrasa in advance.

### **Help at home:**

At least 10-15 minutes should be spent every night reviewing your child's lesson. Children that don't learn at home progress much slower. If you are unsure of how we teach or pronunciation of letters then please speak to the class teacher.

Always keep an interest in the work your child is doing at the Madrasa. Your visible interest and concern will motivate the him/her and help them realise the importance of education.

Control the viewing of television by either eliminating it totally or strictly monitoring what and how much television your child watches. Similar caution must also be applied to computer games. Anything based around violent or irreligious themes should be avoided.

Barry Sanders wrote in his book, *A is for Ox: The collapse of literacy and the rise of violence in an Electronic age*, how the loss of oral literacy, stories and narratives has led to a generation of young people unable to interact with each other meaningfully and unable to fully understand 'reality'. Children have been robbed of their ability to experience meditative silence and instead fill their empty hearts and minds with images and noises.

If you have any queries regarding your child's progress please do not hesitate to contact us. Communication between teachers and parents is vital.