



IslamBradford
1 City Road
BRADFORD, BD8 8ER

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Registered Charity No. 1154340

IB MADRASAH 4 Day Week (Ages 6 - 15)

APPLICATION FORM

This application will be considered by IslamBradford and, if accepted, will be subject to the following conditions:

1. Parents/guardians must undertake to support the ethos of the classes by practising 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 IslamBradford Centre.

Please complete the following in **BLOCK CAPITALS**

Full name of child: _____ Date of Birth: _____

Address: _____ Post Code: _____

Name of Guardian 1: _____

Contact telephone number(s): _____ (Mobile) _____ (Home)

Name of Guardian 2: _____

Contact telephone number(s): _____ (Mobile) _____ (Home)

Has your child previously attended Qur'an and Islamic Studies Classes? Please state where and the level attained:

Do any of your other children attend these classes? If so, please give their details:

Name: _____ Date of Birth: _____

Does your child suffer from any allergies, illnesses, disabilities, etc.? 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 IslamBradford Centre? 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 relating to the Qur'an and Islamic Studies Classes for Children and agree to abide by them:

Signed: _____
Parent/Guardian

Date: _____

FOR OFFICE USE ONLY below this line

Date Received:

Date Admitted:

v01/01/2018



TERMS & CONDITIONS

1- The classes will focus on:

	Mon	Tues	Wed	Thurs
5.15pm - 6.15pm	Quran/Qaida	Quran/Qaida	Quran/Qaida	Arabic Writing
6.15pm - 7pm	Quran/Assembly	Quran/Qaida	Duas	Fiqh/Stories

- 2- Classes will only be cancelled under exceptional circumstances and will normally run Monday to Thursday between 5-15pm – 7pm (4 day week);
- 3- Before enrolment, the student and parent will have an interview with the The Principle
- 4- No classes will be held during Ramadan or during Eid holidays and other preannounced Holidays; The Madrasah is closed on all Bank Holidays throughout the year.
- 5- All fees are payable **in advance** within the first week. Full payment will be expected, any part payment will be returned. For administration purposes the fees will be collected **four** times in the academic year which will cover three months.
- 6- Fees are non-refundable regardless of attendance;
- 7- Attendance is vital, unauthorised absences of more than 10 days or more will terminate the Madrasah Admission, the pupil will be removed from the register and parents must re-apply to the Madrasah for re-admission with a registration fee of £20.
- 8- Full payment is required for non-attendance.
- 9- A new starter is given a pack which includes *a Madrasah bag, Ahsanul Qawaid Qaida, A Child's Gift (Dua Book) and 4 x Goodword Arabic Writing Books*. All this is for a discounted price of £20.
- 10- If a student enrolls part-way through the month the fee will be calculated at minimum £15 till the end of the month, payable in advance;
- 11- The instructor will maintain a register of attendance. Absences should be kept to an absolute minimal;
- 12- IslamBradford reserves the right to exclude any student disrupting the class or breaching our rules. A new starter will have a six month probation period.
- 13- Parents/Guardians are responsible for accompanying their child to and from the entrance and collecting them on time;
- 14- Parents are obliged to follow our Madrasah dress code:

Boys – Topee (white hat) & White Thawb or Salwaar Kamees
Girls – Dark hijab with black abaayah

Please remember: No makeup or perfume for girls – no mobile phones/tablets/food/sweets/drinks (apart from water) allowed in the centre.
- 15- Students must come to the Madrasah looking clean and tidy.
- 16- All students/teachers/parents must observe our policy and procedures set out in our handbook

Every effort is made to maintain your child's safety, and well-being whilst visiting the IslamBradford Centre. In the unlikely event of an accident, or loss or damage to personal effects, IslamBradford will not assume any liability for any direct or indirect loss, damage or injury arising from use of the premises and car park.

I confirm that I the Guardian of the above name child have read and understood the above rules and agree to abide by them:

Signed:

Date: