

# *Jamia Masjid Abu Huraira (r.a), Madrassah*

## **RULES & REGULATIONS**

*Tel: 0113 2718050 ~ Charity no: 514037*

### **1. UNIFORM**

- Boys – White Juba, White hat, White pants (Shalwar)
- Girls – White top (Kameez), Blue pants (Shalwar) or Blue Black/Blue Juba

### **2. PERSONAL HYGIENE**

- Uniform must be clean
- Finger nails/Toe nails must be trimmed
- Arrive to the masjid in wudu
- Boys – accepted hair style is **same grade all over or a grade difference**

### **3. COURSE MATERIALS**

- Books and bags are provided at a cost
- If books and bags need to be replaced within a year then **additional costs** will be incurred

### **4. MOBILE PHONES**

- The children should not bring mobile phones to the masjid
- If a child is caught with a mobile phone then this will be confiscated until a parent comes to retrieve the phone from the teacher/education board

### **5. DETENTION**

- If a child misbehaves then the teacher will issue a report slip
- The parent(s) will need to come to see the teacher to discuss the matter
- If the child(ren) continue to misbehave or the behaviour worsens then the parents will be asked to assist in disciplining their child(ren)

### **6. ABSENTEEISM**

- If a child is absent for **5 or more days** per month from the Masjid without notification then the child will be removed from the class, and Parents can re-enrol the child, but please note that the re-enrolment charge is £30

### **7. PHONE IN PROCEDURE**

- If a child is sick and cannot attend class(es), then the parent(s) should notify the masjid in writing or by phoning the above number
- If a child cannot attend due to a family holiday then the parent(s) should notify the masjid in writing or by phoning the above number

### **8. FEES**

- It is the parent(s) responsibility to ensure the fees are paid within the **FIRST** week of every month. The fees need to be paid for 12 months irrespective of the child not being able to attend the 12 months.
- Point of enrolment- Pay £15 monthly fees, £20 Admission charge,
- The masjid would appreciate if the fees could be paid full in **ADVANCE**.
- Failure to pay the fees within the first week of the month will result in your child being removed from the Madrassah with immediate effect.
  - Parents can re-enrol the child, but please note that the re-enrolment charge is £30 and the remaining months of that particular year will also need to be paid in advance.