



AL-RISAALAH MASJID & ISLINGTON
ISLAMIC CENTRE MADRASAH
مدرسة الرسالة ومركز إسlington الإسلامي للتّحفيظ والتّربية



MADRASAH APPLICATION FORM

ABOUT STUDENT/S (one Family)

Name	Date of Birth	Male/Female	Any Special needs (health etc.)
1.			
2.			
3.			
4.			
5.			
6.			

PARENT DETAILS

Name	Address	Home Tel/ Mobile	Emergency Tel	Relationship

STUDENT'S PREVIOUS EDUCATION LEVEL

HAS STUDENT ATTENDED ANY OTHER MADRASAH BEFORE? No Yes

Preferred Madrasah: Tue-Thurs 5pm-8pm Sat-Sun 9am-1pm Sat-Sun 3pm-7pm

Preferred section: Hifd Kitaab If in basic skills tick here

Student Name	Level (Please tick)
	<input type="checkbox"/> Starting now <input type="checkbox"/> In Alqawaa'id Page: __ <input type="checkbox"/> In Suurat: _____ <input type="checkbox"/> Able to Read & Write Qur'an
	<input type="checkbox"/> Starting now <input type="checkbox"/> In Alqawaa'id Page: __ <input type="checkbox"/> In Suurat: _____ <input type="checkbox"/> Able to Read & Write Qur'an
	<input type="checkbox"/> Starting now <input type="checkbox"/> In Alqawaa'id Page: __ <input type="checkbox"/> In Suurat: _____ <input type="checkbox"/> Able to Read & Write Qur'an
	<input type="checkbox"/> Starting now <input type="checkbox"/> In Alqawaa'id Page: __ <input type="checkbox"/> In Suurat: _____ <input type="checkbox"/> Able to Read & Write Qur'an
	<input type="checkbox"/> Starting now <input type="checkbox"/> In Alqawaa'id Page: __ <input type="checkbox"/> In Suurat: _____ <input type="checkbox"/> Able to Read & Write Qur'an

Please read the rules overleaf and sign the form

I THE UNDERSIGNED PARENT/ GUARDIAN OF THE NAMED CHILD/REN **AGREE WITH ALL RULES AND REGULATIONS.** *Please read the rules below and other policies before you sign.*

NAME: _____

SIGNATURE: _____

DATE: / /

For Office Use Only	Placed in which Madrasah?	<input type="checkbox"/> WD (Tue-Thurs)	<input type="checkbox"/> WE1(Sat-Sun)
		<input type="checkbox"/> WE2 (Sat-Sun)	
	Starting date:	____/____/____	
	Amount paid:	£ _____	
	Officer Name:	_____	

Please cut from here and give below to parents

RULES AND REGULATIONS

Parent's responsibilities

- **Fee**
 - £35 per month per child. Cheap books available at Office.
 - Monthly paid for all 12 months in full, but a minimum of 11 months.
 - Paid in advance from 25th of the ending month to 5th of the new month
 - Paid whether present or absent
 - Loses position if not paid 2 consecutive Months and child has not attended, 3 months if child has been attending, but parents fail to arrange it with Madrasah admin.
- **Child education**

Parents should

 - Make sure that the child has:
Tajweed Qur'an (Mus-haf), Alqawaa'id reading book, A4 writing book, pencil, eraser, pencil, sharpener, an own MP3 player if in Qur'an
 - supervise the child at home in performing their prayers
 - arrange home revision plan with their children
 - Encourage them to listen to the Quran at www.al-risaalah.org, and prevent them from watching inappropriate TV scenes.
 - Bring children in on time and collect them on time.
- **Child behaviour**
 - Parents should make sure their children wear the Madrasah Uniform.
 - Parents should make clear to their children that the teacher is like their parent and should be respected and listened to.
 - Parents are held responsible for their child's behaviour, please read all relevant policies in the Madrasa Handbook.
 - Classes are non mobile phone zone and parents should sign a form at office if child needs to have a mobile phone. Mobiles will be confiscated.
- Parent who wants to pull their child out from the Madrasah should **give a notice of minimum of one month before they leave.**

NB: The Madarasa has **other related policies** which parents and students are expected to comply with. Please refer to the *Madrasa Handbook* which you can download from:

<http://www.al-risaalah.com/dugsi> or www.madarasah.com

Contact the Madarasah at Madrasa times on: 020 7700 3733 /0207 9934682

Or e-mail us at: dugsi@al-risaalah.org

Please ask for the rules part of the form and keep it. Also read the Handbook for all other policies online.