



New Student Application Form

Please note: This form must be completed correctly and returned to the masjid immediately in order for your child to attend the classes.

Child's Name:	
Date of Birth	
Address	
Post Code	
Phone Number	
Emergency Contact number	
Any Special Medical Conditions	
Any Allergies	
Parent/ Carer Name	
Parent/ Carer Signature	

For Office Use Only	
Start date:	
Leavers Date:	
Class:	
Disciplinary Record	
	1 st Warning
	2 nd Warning
	3 rd Warning
Achievement Record	
	Salah/ Namaz
	Ayatul Kursi
	Dua-e- Kanuoot
	Namaze Janaza
	Kalame Shareef
	10 Surah's
	Surah Mulk
	Surah Yaseen

By signing this form you are accepting the masjid madrassah agreement on the back of this form.

MADRASSAH GENERAL RULES & BEHAVIOUR

Information on the other side must be completed & returned back to the admin office at Masjid Riza.

PARENTS will.

1. Make sure student arrives on time at Masjid Riza.
2. First Session starts at 4:30 PM promptly and finishes at 6:00 PM.
3. Second Session starts at 6:00 PM promptly and finishes at 7:30 PM
4. If student is absent, then an explanation note must be sent the next day or office informed by phone call.
5. Students must wear madrassah uniform which is Shalwaar Kameez or Jubba. **No exceptions to this rule.**
6. Make the Masjid Office aware of any issues at home which can affect the student work or behaviour.
7. Attend the Masjid to discuss student progress on a regular basis with teachers.
8. Provide support to the student regarding any homework or learning activities to strengthen their knowledge of Islam & help re-inforce good manners.
9. **Make Sure Madrassah Fees Are Paid On Time Each Month.**

All parents are requested to constantly remind their children about Islamic etiquettes and the importance of respect and behaviour towards everyone around them. The following behaviour rules shall be directed towards students and must be observed at all times:

- **NEVER** play around in the masjid and madrassah.
- **NEVER** shout or make loud noise inside or outside the classroom. Raise your hand if you need to speak to the teacher.
- **NEVER** bring sweets, drinks or chocolates in the classroom.
- **NEVER** fight, strike, or spit at anyone for any reason.
- **NEVER** damage other people's property including Qurans, Books, benches, doors, walls, windows etc.
- **ALWAYS** walk quietly and sensibly around the madrassah and masjid premises.
- **NEVER** use abusive language or swear or be rude to teachers or any other member of the madrassah staff.
- **NEVER** call anyone names or make fun of them or bully anyone in the Madrasah.
- **NEVER** bring any weapon or harmful substance to the Madrasah like knives, or substances such as cigarettes or drugs.
- **ALWAYS** learn your lessons beforehand and come to the Madrasah on time with Wudhu and all essential items (i.e. books).

All madrassah classes are run on a ZERO TOLERANCE approach. Any bad behaviour or disobedience by the pupil will not be tolerated & parents will be contacted. If the bad behaviour continues then the pupil will be dismissed from the madrassah immediately.

Students must bring Prayer Mat, Face Mask and a carrier bag for their shoes when attending Madrassah at the Masjid.