

Office Use Only:

Membership number (if any):

Selected class/time for student:
.....

Admission fee (£10) paid?

Online fee code:

Date Finalised:

Office Times:

Madina Masjid: 5:00-7:00pm
Tel: 01254 677448

Raza Masjid: 6:15-7:45 pm
Tel: 01254 52170

Headteacher: Rashid Ghani
Mobile: 07877854783

Deputy Headteacher: Wasim Mohammad
Mobile: 07528 068583

ADMISSION FORM

1. **Full Name of Student:**
2. **Date of Birth:**
3. **Full Address (incl. postcode):**
4. **Parent/Guardian name:**
5. **First/primary contact number:**
6. **Secondary/emergency contact number:**
7. **Any medical conditions or learning difficulties?** (If yes please clarify and state whether your child attends special classes at school?)
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.....
8. **Who will collect your child if not the parent/guardian mentioned above?** (Please also provide a contact number):
9. **Previous madrasah:**
10. **Reason for leaving:**
11. **Doctor's name:**
12. **Doctor's address:**
13. **Doctor's phone number:**
14. **Do you consent to your personal details (phone/address) being shared with teachers if needed to contact you concerning your child's studies (e.g. online classes or fees)?**
15. **The Madrasah may wish to record and share video clips of your child's performance on Whatsapp etc with other parents/teachers for the purpose of inspiration or improving our performance standards. Do you consent to this?**
16. **Do you agree to respect the Madrasah rules?**
17. **Parent/Guardian signature:** **13. Date:**

RULES/REGULATIONS

1. **Madrasah fee** is £ **per month**, and must be paid punctually online via **standing order/direct debit** by the **date** of every month (this fee will be considered to be paid for that particular month, it will not be considered to be the fee for the previous month).
(Please note that our Madrasah fee is slightly less than some other Blackburn Madrasahs where the fee is £22-£40)
2. It is vital that you mention **your child's personal "fee code"** when setting up the **direct debit/standing order** (there is no need to mention your child's name or class name on the standing order, only the code is required, without the code it may inconvenience us in identifying the payer).
3. **Cash payments** and **unreasonable delays** in the payment of your **child's fee** could result in inconvenience for our Madrasah management team.
4. If your child has attended a **previous madrasah** then please present a statement from that previous institute clarifying the reason for leaving.
5. Pupils may be issued with **detentions or suspensions** as a result of **misbehaviour** or **late arrivals**.
6. Parents should **only approach** the **headteacher or deputy headteacher** with regards to any complaints, rather than directly approaching any teacher or committee member.
7. It is your responsibility to ensure that your child arrives **ON TIME** to the Madrasah, however please do not **drop your child off** to the Madrasah earlier than **10 minutes before the starting** time.
8. Please ensure that you **collect your child** without any unreasonable delay at home time.
9. **UNIFORM:**
BOYS: White jubbah or shalwar kameez with white or green hat.
GIRLS: Black jubbah with white head covering.
10. Please ensure that your child does not attend the Madrasah in **inappropriate clothing** or a **hairstyle which does not comply with the Sunnah**.
11. Please notify the head teacher/deputy head teacher if you wish to **collect your child earlier** than the finishing time, with a suitable reason for doing so.
12. Please notify the **deputy head (Wasim Mohammad)**, before class time, if your child will be **absent (even if it is only a one day absence)**.

We hope you understand that your cooperation is absolutely crucial for your child's personal and spiritual development and for the efficient overall operation of your child's Madrasah.