



ASSUNNAH ISLAMIC CENTRE

مركز السنة الاسلامي

**Madrasah Application**

Date.....

Name of the parent
Address.....
Postcode.....
Tel. ....Emergency.....
Next Of kin Tel .....

Number of children

**Girls.**

- 1.....DOB.....
- 2.....DOB .....
- 3.....DOB .....
- 4.....DOB .....

**Boys**

- 1.....Dob.....
- 2.....Dob.....
- 3.....Dob.....
- 4.....Dob.....

**Office Use Only**

Fee paid.....  
Weekdays/weekend/Sunday & Thursday.....  
Name.....  
Signed by.....  
Date.....

### **Rules of the Madrasah**

Every parent is requested to obey rules of the madrasah

1. Parents must inform the madrasah if their child has any medical problems so we can cater his/her needs.
2. Parents must make their child/children is/are equipped with all the necessary items required by the madrasah such as books, pencils and Islamic dresses before the child/children arrive the class.
3. Children should keep the timing of the madrasah. The child/ren's case will be reviewed if lateness persists.
4. Every parent should pay madrasah money monthly and pay first week of the month.
5. Madrasah money should be paid fully in advance when going to holiday in order to hold your child/children's place in the madrasah.
6. Madrasah money is payable until you tell the office that you are no longer sending your child/ren to the madrasah.
7. Madrasah money should be paid when there are unavoidable holidays such as Iids.
8. If the head of the madrasah and your child's teacher agree that the madrasah can no longer keep your child because of his/her behaviour, then he/she will be given first a warning, followed by three weeks' suspension of the madrasah if nothing changed with the first warning. And lastly he/she will be evicted from the madrasah.

**Madrasah Management .....**Date.....

**Parent's Signature.....**Date.....