

PARENT / SCHOOL AGREEMENT:

We at Al-Fajr Arabic School aim to maintain high standards of education within a safe, effective and professional learning environment for all children.

As parents and guardians, your cooperation is crucial in ensuring the following rules and regulations are adhered to. By collaborating together, we increase our opportunities to succeed in our common goals.

Please read the regulations with your child/children, ensuring that they are made aware of the commitment towards their responsibilities for themselves and other pupils at our school.

ADMISSION & ENROLMENT

- Eligible candidates to register are aged between 5 to 16 years old.
- Places are offered subject to availability.
- In the event our school is to capacity, a place on our waiting list will be offered.
- Successful candidates are subject to a review of your child's reports (studies & character) at the time of admission.
- Registration is complete with payment of fees: £500 for child 1, £450 for child 2, £400 for child 3, and above.
- Fees are payable at registration in full. Payment by instalments is offered to families with financial constraints who have more than one child. This arrangement of 8 payments from Oct to May must be agreed and approved at time of registration.
- Fees are non-refundable.
- Additional payment applies for Learning Material the school provides like text books. This is set on a yearly basis.

ARRIVING/ LEAVING SCHOOL

- Children are expected to arrive on time. Late arrivals are not tolerated and is in breach of our code of behaviour policy.
- Children are expected to be collected on time, as the school is only responsible of them between the hours of 9 am to 3 pm. £10 fine applied for late collection.

- Any child under 11 years old must be accompanied to and from school. Consent should be given by parents for those who are allowed to walk home alone.
- Children are encouraged to achieve 100% attendance, except in the unavoidable event of ill health.
- Students who are taken ill, especially those with an infectious illness should refrain from attending the school until fully recovered.
- No holiday can be taken during term time. The school will be informed in writing of the absence and the reasons for it.
- To remove a child from the school, the school needs to be informed in writing with one-month notice.

LEARNING & PROGRESSING

- Please accept that your child's education is a shared responsibility between home and school. Parents must be committed to assist them with their learning and homework.
- Please encourage your children to read/speak in Arabic. Your local library may have dual language books which your children can borrow to consolidate their learning.
- Please make sure your children complete all homework set by their class teacher.
- Please encourage your children to participate in the school's cultural activities.
- You are encouraged to attend Parents Evenings, in order to find out your child's progress and discuss any issues relevant to your child's learning.
- Parents are not allowed, under any circumstance, to contact the teachers during class time. In case of an emergency, parents should contact the administrator or the head teacher in the first instance.
- Any complaints that parents wish to raise, should be given in writing to the head teacher who will follow up the matter and meet the parents at an agreed appointment.

DRESS CODE

- Parents are expected to ensure children are appropriately and modestly dressed. Socially acceptable clothes for boys and girls are required. Tight clothing will not be tolerated.

- Children who do not abide by the rules of the dress code, will be refused attend classes.

FOOD

- Children are expected to bring their packed lunch with them.
- Packed lunches must not include any food in liquid form (yogurts, creams, curry...)

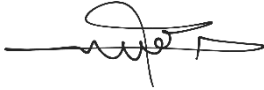
MOBILE PHONES

- Children are expected to keep their mobile phones switched off while in class.
- Parents are responsible of their childrens' use of their mobile phone, outside class time and within the school time.
- Any child handling his mobile phone in class time, will have the device confiscated and returned to the parent with a fine of £10.00.

DAMAGE TO SCHOOL VENUE/ ITEMS

- As we use the classrooms entrusted to us by Greig City Academy, children are expected to fully respect the school premises we use and not to cause any damage to the classrooms we use and all areas we use.
- If damage is caused by children and investigations ascertain their involvement, parents of the children involved will take responsibility for repairs and compensation.

Adopted by the Management Committee

Name:	Ahmed Limam
Signature:	
Date:	04/08/2023