

Baith Ul Zahra – Madrasa – Children Enrolment Form

Baith Ul Zahra offers – Madrasa Program to both children and female parents.

Use this form for children madrasa. For Parent Special Classes, use the Parenting Classes Enrolment Form.

Our Madrasa Program outlines: Children

Days: Thursday & Fridays 6:00pm – 7:30pm (general)

Eligibility: Must be toilet trained. Admission age is from

- **5-year-old to 16-year-old girls**
- **5-year-old to 10-year-old boys**

Madrasa Payments - Children

- \$120 per month – one child

Ramadan Special Program:

As we are approaching Month of Ramadan, as part of our Children & Parenting Class Madrasa, we will have special Ramadan program. Once Ramadan is finished, we will resume our general (above) timings and dates. The Ramadan program will be FREE of Cost. Upon finish of Ramadan, we will resume on the monthly payment.

Hence, parents would be required to pay upon confirmation of enrolment.

BAITH UL ZAHRA – MADRASA POLICY & PROCEDURE

Baith Ul Zahra Policy & Procedure are outlined below. Parents and students must always adhere to the terms of these enrolment for a secured spot of enrolment. Where students or parents fail to follow the terms of this enrolment, student enrolment can be cancelled at any given point.

Responsibility for Child at School: I understand that I am accountable for my child's actions and presence on school premises, especially during drop-off and pick-up times.

Food and Drink Accountability: While Madrasa classes are run for 1.5 hours, food, snacks are NOT allowed. Only water is allowed.

Handling Complaints: I agree to address any concerns or complaints directly through our complaint and feedback form.

Expulsion Policy: I understand that my child may face expulsion from the school for issues related to behavior or absenteeism.

Absence Policy: I understand that should my child be absent for more than two weeks, I must inform the school in advance, or at the earliest opportunity, to avoid losing my child's place.

Punctuality: I acknowledge that it is my responsibility to ensure my child attends school punctually every week.

Toilet Training: I accept responsibility for ensuring that my child is fully toilet trained before attending school.

Dress Code: I agree to have my child wear the appropriate Islamic dress code (long sleeves and pants for all children over 9, and a hijab for all girls) while attending school.

Outdoor Activities and Safety: I acknowledge that my child will participate in outdoor activities as part of the curriculum and may be at risk for minor injuries. I grant the school permission to take necessary actions and keep me informed of any incidents.

Parent/Teacher Meetings: I understand that I am required to attend any scheduled Parent/Teacher meetings as directed by the Baith Ul Zahra.

Image and Media Usage: I consent to the use of my child's image or video for educational and promotional purposes on platforms such as the school's website or social media. If parent's do not wish so, they must inform at enrolment stage.

Device Use: Students are not allowed to bring any devices to the premises, unless for contacting reason. I understand that if my child uses any personal electronic devices (like mobile phones, video games, or iPods) during school hours, these items may be confiscated and not returned.

Medical Assistance: In case of a medical emergency, I consent to the school providing first aid or other immediate medical attention as needed.

Damaging School Property: I understand that if my child is responsible for damage to school property, I will be held financially responsible for the damages that occur and must pay or repair for it.

Special Needs Service: I understand that the school must be informed of all health and complex needs of the child to be assessed for appropriate learning plan and support. Where Baith Ul Zahra can cater for complex needs, parents will be informed.

Please read thoroughly, fill and sign this form. We will collect and review each of the enrolment forms. In the next three days from the date of Enrolment form submission, we will inform parents whether their child meets Baith Ul Zahra eligibility requirements or not. Some may be kept on waiting list as Baith Ul Zahra believes in quality education, so we will have limited student admissions.

Upon confirmation, parents would be required to make payments at Baith Ul Zahra via cash, EFTPOS or direct online payment through Baith Ul Zahra Website (reference of child full name to be made)

Please complete the following information

Child Legal First Name: _____

Child Middle Name: _____

Child Family Name: _____

Gender: Male Female Other

Date of Birth: Day/ Month / Year _____

Child Age: _____

Primary - Paren/Legal Guardian Full Name:

Primary - Parent/Legal Guardian Contact Number:

Secondary - Paren/Legal Guardian Full Name:

Secondary - Parent/Legal Guardian Contact Number:

Address: _____

Suburb: _____

Postcode: _____

State: _____

Email Address: _____

What is the main language spoken at home? _____

Does your child have a developmental delay or disability including intellectual, sensory or physical Impairment?

Yes No

If yes, please specify: _____

Is your child registered with a specific support service/agency? Name of support service/agency:

Does you child have any medical conditions that are relevant to the care of your child? Or any other concerns?

Yes No

If yes, please specify: _____

You are encouraged to discuss your child's needs with the educator when your child's place is confirmed.

What are your expectations from Baith Ul Zahra?

Any other suggestions or expectations please write it here

Signature of parent/guardian: _____ Date: ____/____/____

If there are any changes to the provided information after you have lodged this form, please contact the Baith Ul Zahra via email at hr@ihunar.org

OFFICE STAFF ONLY – to fill this part

Payment Method	<input type="checkbox"/> Cash <input type="checkbox"/> EFTPOS <input type="checkbox"/> Direct Payment via Website
Amount Paid	\$120 per month
Finance Officer Signature	