

Monday 1st December, 2014

Dear Parents/Caregivers, *Assalaamu alaikum wa rahmatullaah.*

1. Summer holidays: School will close on **Monday 22nd December** and reopen after three weeks on **Monday 12th January, 2015**.
2. During the last week of school, there will be **Islamic Studies and Qur'aan examinations** for students. Students' marks in these exams, along with their class work (written and oral), behaviour and punctuality will be used to determine their performance and grades.
3. There will be a **prize-giving and closing day ceremony** for the children *inshaaAllaah* on Sunday 21st December — the last day of school. Please contribute by donating money for the children's prizes, bringing food, snacks and drinks from home on that day or in any other way you can. All children and their families are invited to come on Sunday 21st — regardless of which group they are in.
4. Please **follow up on your children's school work** and check their books every day:
  - If any homework is given, especially Qur'aan memorization or Arabic *Qaa'idah* lessons, make sure they spend at least 15 to 30 minutes revising/memorizing their lesson. Without adequate follow-up at home and regular support from parents, three hours a week is not enough to learn the Qur'aan.
  - If your children's written exercises for any day appear to be incomplete or missing, ask them for an explanation.
5. To ensure the **safety of your children**, the school administration and the WMA requires parents/caregivers to collect their children from the gated waiting area in front of the childcare.
  - Please do not call out to your children from the car park because they run out without looking out for any moving vehicles.
  - Come and tell the volunteer supervising the children whose parent you are and he will call your child out.
6. Please give your children **water bottles** to bring for drinking. Students will no longer be given breaks to go out and drink water because this break interrupts their learning, reduces their already limited class time and is being misused to a large extent.
7. Ensure that your children have their **exercise book and pen/pencil** when they come every day.
8. If you have any **outstanding fees**, please pay them as soon as possible. Fees are charged every month regardless of the number of days attended. You can preferably pay by internet/phone banking into the school account: **02-0320-0143860-07** or pay cash in person. If you cannot afford to pay, please do not hesitate to inform us.
9. Please complete the Acknowledgement Form and have your child bring it back to his or her teacher.

*Was-salaamu alaikum.*  
Rasheed Ahmed.  
Principal.

Waikato Islamic School of Education | 917 Heaphy Tce, Claudelands, Hamilton | [facebook.com/WaikatolIslamicSchool](https://www.facebook.com/WaikatolIslamicSchool)



**ACKNOWLEDGEMENT FORM: 1/12/2014**

Name of Student(s): .....

Name of Parent/Caregiver: ..... Signature: .....