



Dear Parents/Caregivers, *Assalaamu alaikum.*

**NEWS**

1. Starting **Monday 17 October**, Madrasah summer hours will be in effect:  
**5:25 - 7:30 pm**  
Weekend times will remain the same.
2. Each month we will distinguish an outstanding student in different areas. For September, teachers have decided that Abdikafi Ashkir of the 8-10 Boys class deserves the honour of **Student of the Month** because of his outstanding progress in Qur'aan reading and his greatly improved behaviour.
3. Madrasah is in severe need of **substitute teachers**. If you (or someone you know) are available during madrasah opening hours and can teach or supervise children for two hours when regular teachers are absent, please talk to us as soon as possible or fill in the application form on our website.
4. Please bear in mind that parents are **required to pay the fees** for all of their children who are enrolled **whether they attend classes or not**. If your children travel for holiday during madrasah terms, you will still be required to pay their fees unless you disenroll them before the end of that month. In that case, their space in class will be available to any new students wishing to enrol.
5. It has been observed that some students bring **mobile phones** to madrasah and misuse them to distract classmates during lessons. Please explain to your children that electronic devices can only be used during the lesson for listening to Qur'aan and/or other class work if allowed by the teacher. Any student using his mobile device during the lesson for anything else or without the teacher's permission will be asked to stop bringing it to madrasah.

**REMINDERS**

1. Please **follow up on your children's madrasah work** and check their books everyday. If any homework is given, especially Qur'aan memorization or Arabic *Qaa'idah* lessons, make sure they spend at least 15 minutes revising/memorizing their lesson. If your children's written exercises appear to be incomplete or missing, ask them for an explanation.
2. If your child is on Arabic Qaa'idah lessons or learning short soorahs, please make use of our YouTube channel. Go to [youtube.com/waikatoislamicschool](https://youtube.com/waikatoislamicschool) on your computer or open the YouTube app on your phone/tablet and search for "Waikato Islamic School."
3. All parents are expected to **bring children to madrasah on time**. When students come late, they miss important parts of the lesson, do not finish their work on time and disrupt the class when they enter. Students who do not finish their lessons/exercises on time may need an extra 5 minutes after class.
4. Please ensure that your children bring their **exercise book and pen/pencil**.
5. If you have any **outstanding fees**, please pay them as soon as possible. You can preferably pay by internet/phone banking into WMA's madrasah account: **02-0320-0143860-07** or pay cash in person. If you cannot afford to pay, please inform us.

Please complete the Acknowledgement Form and have your child bring it back to his or her teacher.

*Was-salaamu alaikum.*



**ACKNOWLEDGEMENT FORM: 03/10/2016**

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

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