

SalaamunAlaykum 2 December 2019

Hope you are in good health and emaan. We have now had our annual review in providing madrassah education and the syllabus will be enhancing to provide a broader learning curriculum. Parents and staff and the children need to play their part to maximize benefits from the new structure.

**Parents**

Children get better results when parents get involved in their studies. Parents are requested to take an interest in their child’s studies and give them plenty of encouragement. Support your child in taking responsibility for organising and revising their studies and preparing for the next lesson. Could you please ensure your child comes to the madrassah with a notebook and a pen. Sit down with your child and go through the what they have learnt. The children will undergo an annual test and prizes will be given to encourage competition.

**Fee Payment**

One form of disruption noted during the meeting was the fee collection. Not only is it disruptive to cash flow but it also impacts relationships with parents and ultimately can lead to the interruption of a child’s education. We now encourage payment to be made via bank transactions. The fee can either be paid in full or spread over manageable instalments by Direct Debit. Collecting fees by direct debit, much of this disruption can be avoided. Fees that would fall due each term can be spread over a whole year and collected monthly (2nd). This gives us regular cash flow and makes annual or termly fee collection much more manageable for parents.

Annual one-off Payment: £ 300 Direct debit payment of £25 per child and £10 redeemed when 3 or children are enrolled collected on the second of each month. Payment should be made to the following account:

Account Name: Jamiah Farooqiah Bradford Sort Code: 30-63-55 Account Number: 7616 8568

Please add the Child’s Name as reference

**Holidays**

There was some confusion last year about the holidays. The madrassah has set holidays they are as follows and the fees have been calculated taking these into account.

1 week in Easter, 1 week in winter holidays, 1 week in the summer, last 2 weeks of Ramadan, 3 days for Eid ul adha and fitr respectively. Dates will be announced as and when they are confirmed.

Please confirm that you have set up a direct debit by signing below and returning it to the madrassah or alternatively emailing [Jamiahfarooqiah@gmail.com](mailto:Jamiahfarooqiah@gmail.com) stating that a direct debit has been set up along with your child’s name.

Signed

Child’s name

Date