**Please complete one form per child in CAPITAL LETTERS**

|  |  |
| --- | --- |
| **STUDENT’S FIRST NAME (Capitals)** |   |
| **STUDENT’S FAMILY NAME (Capitals)** |   |
| DATE OF BIRTH | Day | Month | Year | Age |
|  |  |  |  |  |
| **Student's SCHOOL YEAR in 2017**  |  |
| GENDER (please tick)  Male Female |
| Attended any previous religious/Quran classes? (If so, where/when) |   |
| Any learning difficulties/known disabilities? |   |
| Which Islamic Centre do you regularly attend for Majlis/lectures? |  |
| KNOWN ALLERGIES |  |
| ADDRESS |  |
|  |
| TELEPHONE   | HOME  |   |
| MOBILE(Father) |   |
| MOBILE(Mother) |   |
| FATHER’S NAME |    |
| MOTHER’S NAME |  |
| FATHER’S EMAIL ADDRESS  |    |
| MOTHER’S EMAIL ADDRESS  |    |
| **PARENT / GUARDIAN SIGNATURE** |  | **DATE** |
|  |  |  |  |  |  |  |
| **ADMIN STAFF TO COMPLETE** |  |  |  |  |  |  |
| STUDENT ID |   |  |  |  |  |
| ALLOCATED CLASS |   |  |  |  |  |
| FEES PAID: AMOUNT/RECEIPT # | TERM 1: |  |  |  |  |
|   | TERM 2: |  |  |  |  |
|   | TERM 3: |  |  |  |  |
|   | TERM 4: |  |  |  |  |
|   |   |  |  |  |  |
| **Please read the following school policies carefully and put your initials after each of them** |
| I agree to be solely responsible for my child on the school's premises. |   |
| I agree to contribute to the snack roster when it is my turn. |   |
| I agree to contribute to any other volunteer rosters as requested by IHS Admin. |  |
| I understand that I am responsible for what my child eats and drinks at the school. |   |
| I understand that I should direct and discuss all my complaints/ grievances/ concerns only with the IHS Committee and not with any other staff/volunteer directly. |   |
| I understand that the school reserves the right to expel my child on behavioural and attendance grounds. |   |
| I understand that if my child is absent during the term for more than two weeks due to illness/overseas trips etc, I will inform the teacher in advance where possible. Otherwise I will call the school, and inform the teacher/IHS Committee as soon as possible**. I understand that unexplained absences can lead to my child losing his spot in the school.** |   |
| I understand that if my child does not attend for IHS for a term or part of a term due to any reason eg holidays, I must still pay the term fees in order to reserve their spot in the school. |  |
| I agree that I will bring my child to the school on time. |   |
| I agree that I am responsible to ensure that my child is not najis while at the Centre. **If the child needs assistance to use the toilet I will be available to help my child.**  |   |
| I agree that my child will always attend the school in the proper Islamic Dress Code (long shirts, long sleeves and long pants for all children above 9 years, headscarf for all girls). |   |
| **I agree and understand that I shall look after the child during break time and after classes.** |   |
| I understand that I must attend each Parent/ Teacher meeting when advised by the school. |   |
| I understand that if my child is found to be using/displaying video games, consoles, iPods, mobile phones or similar devices during school hours the devices will be confiscated. |   |

**I have read all the terms and conditions above, and agree to abide by them.**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Please circle: Father/Mother**