



WESSEX JAMAAT
AL MAHDI CENTRE



Al Mahdi Centre, Fontley Road, Fareham, Hampshire, PO15 6QR. United Kingdom
Email: wmadmin@almahdi.org.uk, Website: www.almahdi.org.uk

Wessex Jamaat Madrasah

Parents Pack 2014/2015

Wessex Madrasah Tel: 07864 758 000

Key Contacts in the Madrasah

Wessex Madrasah tel : 07864 758 000

Madrasah Heads email: wmheads@almahdi.org.uk

Resident Alim: Sheikh Fazle Abbas Dato (SFAZ) residentialim@almahdi.org.uk

Tel: 07725234619

Convenor:

Br. Shahik Mulla (SM) shahikm@hotmail.com

Tel: 07851607350

Sis Rubaina Mulla (RM) rubainanurmohamed@hotmail.com

Tel: 07914362307

Quraan Recitation:

Head: Sis Fatim Jaffer (FJ) fatimjaffer@ntlworld.com

Assistant head: Sis Anar Nurmohamed (AN) anarnurmohamed@aol.com

Teachers: Sis Fatima Nurmohamed (FN) , Sis Zhila Nourozi(ZN) , Sis Sajida Alarakhia (SA), Sis Ismat Bhaloo (IB), Sis Sajida Versi (SV), Sis Aliya Nurmohamed (AN), Sis Ruqayya Dato (RD), Sis Fatema Nasser (FN), Sis Shabnam Foroozan (SF) Sis Khudaija Dato (KD), Br Jamil Bandali (JB), Br Nasser Afshar (NA), Sis Mithaq Hassan (MH), Sis Fatema Juma(FSJ) , Sis Fatema Zahra khaki (FZK), Sis Fatema Rahmani(FR)

Fiqh Department

Head: Brother Jamil Bandali (JB) /Sis Fatima Bandali (FB) jamil@bandali.co.uk

Teachers:

Br Shahik Mulla (SM) Br Mujtaba Somji (MS) Br Mohamed Vakil (MV)

Br Ahmed Canani (AC) Br Mohamed Hassan Bhanji (MHB), Br Miqdad Master (MM)

Sayed Ayadh (AH) , Sis Siddiqa Sheriff (SS)

Quraan Studies

Head: Br Shafiq Mohamed-Taqi (SMT) smt_shafiq@hotmail.com

Teacher: Br Mujtaba Somji (MS)

Tareekh Aqhlaaq Department

Head: Sis Rubaina Mulla rubainanurmohamed@hotmail.com (RM)

Assistant Head: Br. Shahik Mulla shahikm@hotmail.com (SM)

Sis Ruqayya Datto (RD) Sis Maryam Rahim (MR) Sis Ismat Bhaloo(IB)

Br Musadiq Ganji (MG)Br Zulfikar Kermali (ZK)

Hilaal Department

Head: Sis Zhila Nourozi zhilanour@yahoo.co.uk

Teachers:

Sis May Al hashimi (MH) Sis Sajida Alarakhia (SA) Sis Anar Nurmohamed (AN)

Sis Fatima Nurmohamed (FN)

Madrasah Admin

Admin wadmin@almahdi.org.uk

Br. Mohamed Moledina (MM) Sis Sheila Moledina (ShM) Br Umed Arifi (UA)

Madrasah Volunteers

Sis Zainab al Hakeem

Madrasah Uniform Policy

Boys	Girls
Long sleeve shirts/Tshirts without images or slogans	Preferably Black Abaya.(Please ensure that it is fully buttoned/zippered) Scarf worn in a way that does not expose any hair neck etc.
Smart long trousers that do not have fray edges or slits	Socks
	No make up
	When Iranian Coat is worn please ensure that the trousers are loose and smart (no fray edges or slits)
<p>We expect all students to interact with each other with respect and modesty and maintain the Islamic protocols of ‘Hijab’ at all times whilst interacting with Non Mahrams.</p> <p>May Allah (swt) reward you abundantly for every step taken towards achieving his pleasure.</p>	

Madrasah Times of Day

<u>Spring to Autumn: September to March</u>	<u>Winter : November to March</u>
<p>Session 1 : 12.30pm – 1.10pm Salaat: 1.10pm- 1.35pm Session 2: 1.40pm – 2.40pm Breaktime: 2.40pm -2.55pm Session 3 : 3.00pm- 4.00pm</p>	<p>Salaat 12.30pm-12.55pm Session 1 12.55pm-1.35pm Session 2 1.40pm -2.40pm Breaktime 2.40pm-2.55pm Session 3: 3.00pm-4.00pm</p>
<p>Assembly Session 1 : 12.30pm – 1.10pm Salaat: 1.10pm – 1.35pm Session 2: 1.40pm to 2.35pm Break: 2.35pm-2.50pm Session 3: 2.55pm-3.50pm Assembly: 3:55pm- 4.15pm</p>	<p>Assembly Salaat 12.30pm-12.55pm Session 1 12.55pm-1.30pm Session 2 1.35pm -2.30pm Breaktime 2.30pm-2.45pm Session 3: 2.50pm-3.45pm Assembly: 3.50pm-4.15pm</p>

Key Dates for Madrasah

Term 1 starts: 06/09/14

Enrolment Day : 06/09/14

Assembly 1: 11/10/14 Eid e Ghadeer

Inset day Madrasah Training: 26/10/14

Muharram Workshop : 1/11/14 and 2/11/14

Arbaeen Workshop: 13/12/14

Final Session : 20/12/14

Term 2 starts: 10/01/15

Assembly 2: Imam Jaffer e Sadiq

Half term: 21/02/15

Assembly 3: 28/03/15 Bibi Fatima Shahadat

Final session: 28/03/15

Term 3

Inset Madrasah Training: 18/04/15

Term 3 starts: 25/04/15

Assembly 4: 23/05/15 Wiladat of Imam Hussain, Hazrat
Abbas and Imam Zainul Abedin

Half term: 30.05.15

Assembly 5: 06/06/15 Wiladat of 12th Imam

Final Session on 13/06/14

2015/2016 Enrolment Day 05/09/15



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Wessex Madrasah Attendance Policy

In order to counter low attendance, which is correlated with low performance, as well as to provide fair access to all children to the Madrasah, an attendance policy is being introduced.

This policy will be applicable to all Madrasah students who enrol in any class from the 2014 academic year as well as for all future years.

Madrasah meets only once a week so a single absence can affect your child's progress. Every child is expected to attend Madrasah regularly and on time. A TEXT message must be sent to the following number: **07864 758 000** on the day if the child is unable to attend Madrasah.

All students must achieve a minimum attendance of 75% over the course of the academic year.

Bar any extenuating circumstances, if this minimum target is not achieved, unless attendance improves the student's place within the Madrasah may be withdrawn.

A lateness to Madrasah will be classified as arrival 10 minutes after registration.

Procedure

The minimum attendance criteria will initially be evaluated after the first four weeks of the Madrasah academic year have elapsed. After this time, the attendance of all students will be reviewed weekly.

Thereafter on a continuous basis on a four week period.

Four lates will be considered as one absence

Where a student falls below the required threshold of 75%, in the first instance parents will be contacted by telephone by the Madrasah Administration Team to advise them that their child has fallen below the threshold and that the Madrasah has an Attendance Policy in place. Opportunity will be provided for parents to state if there are any extenuating circumstances which the Madrasah

should take into consideration and if there are none, then a four week probationary window will be provided to allow the student(s) to meet the required attendance threshold. If a student for a second time falls below the required threshold of 75% either within the probationary window or post this period, the Madrasah will again contact the parents, in addition to which a written letter will be sent to the parents setting out the necessary information and possible future action if attendance does not improve.

Finally, if there is no improvement after either the second probation period or within the probation period, the Madrasah will refer the case to the Madrasah Committee for consideration to advise that their child's place will be re-allocated to an applicant on the Madrasah waiting list. Furthermore any fees paid will be non-refundable. Parents will as a consequence need to re-enrol children for future academic years and will not be guaranteed of a space within the Madrasah in future years.

Summary of Procedure

- 1) Children will be assessed against the 75% threshold after week 4 of the new Madrasah academic year
- 2) Initially contact with parents will be telephone, to allow for an explanation of extenuating circumstances. A period will be provided for the improvement of the attendance.
- 3) If there is no improvement or attendance falls below the 75% threshold again a formal letter will be sent to the parents explaining the procedure to be followed.
- 4) Madrasah will refer the case to the Wessex Management Committee for consideration to advise that their child's place may be re-allocated to an applicant on the Madrasah waiting list.
- 5) If there is no improvement again, the Madrasah reserves the right to re-allocate the child's space within the Madrasah to another applicant.
- 6) If for any reason parents need to take child/children home EARLY from Madrasah, the parent MUST inform the teacher concerned and the Administration team so that they may record that the student has left and is no longer in the building.
This is of utmost importance especially if an emergency arises e.g. in the case of a fire, where ALL the children must be accounted for.

ACTIONED : AUGUST 2014

REVIEW: AUGUST 2016