

# Guide 2021

## Motto

We become what we repeatedly do!  
Success lies in our daily routine.

# Vision \* Mission \* Goals



## Vision

To impart the practicality of Islam in our daily lives based on the 'Qur'aan and Sunnah.

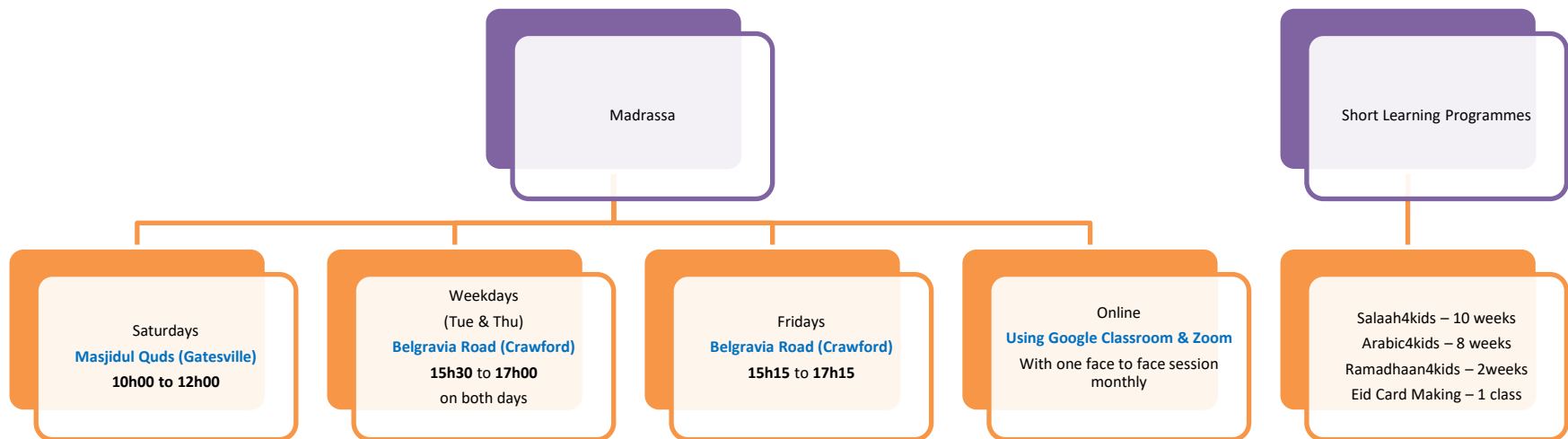
## Mission

To develop strong, ethical and compassionate Muslims and Muslimahs

## Goals

Assisting learners in reaching their full potential in all aspects of learning about Islam.  
Taking into account the uniqueness of each learner and their individual learning styles.  
Encouraging and enhancing respect, independence, confidence, self-esteem, communication, and social skills.  
Fostering love for Islam and compassion towards others.

# What we offer



# About Madrassa

- Islam4kids runs for 10 months from February to November and aims at transferring the basic values & principles of Islam in a fun & enjoyable approach making learning & understanding easy to grasp.
- Lessons include Islamic crafts which supports motor skills development in our young learners. Practical application, games, play & educational activities is included to aid the learning process & reinforce the knowledge build.
- Educational activities consist of lap- books, board-games, puzzles, dvd viewing, audio cd's, nasheeds, moral stories & visits to the Islamic library. A series of memory games & concentration building techniques are used in our classes to further aid memory & attention skills development. Knowledge transferral is done both deliberately & inconspicuously.

# Subject Matter

## Learning to read the Qur-aan

- Various techniques for improving the proficiency in reading is adopted.
- Learners progress at their own pace & are provided with one on one instruction.

## Subjects

- We offer Islamic studies such as Fiqh, Tauheed, Etiquette, History, memorisation of surahs, du'as, hadith & Arabic vocab & writing.
- A detailed syllabus is available.



# Our Classes Educators & Methods

Classes are kept small to provide individual attention to all learners.

All classes is facilitated by a main Educator as well as 1 or 2 class assistants.

We cater for grades R to 7.

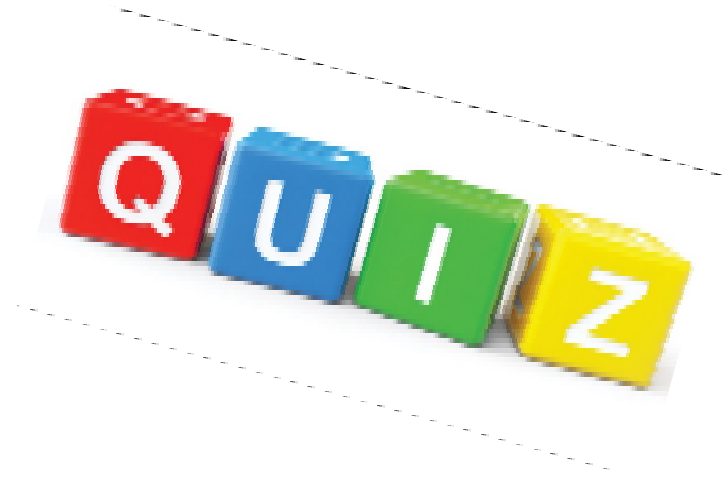
Educators has prior Madrassa/Teaching experience & holds tertiary Islamic qualifications. They may have or in the process of attaining other tertiary qualifications such as Commerce or Education as well as Montessori Teaching Qualifications.

Prophetic teaching methodology is implemented by our Educators.



# Activities to support learning

1. Play
2. Puzzles
3. Audio/Visual Learning Materials
4. Story telling
5. Quizzes
6. Imagination
7. Drawing/Painting/Colouring in
8. Mind Mapping
9. Board Games
10. Islamic Art/Craft



# Events

- An annual excursion takes place in Ramadhaan to an old aged home, a children's home or an orphanage.
- An annual Mouloud takes place during the year as indicated on our annual year calendar.
- An annual presentation is held on the last Saturday in November where all learners receive their individual certificates & reports.
- Small class events are held where individual learners enters reading in the Qur-aan during the year.



# Communication

- All communication to parents is sent via email or phone messages.
- Admin sends reminders during the year.  
Whatsapp broadcast lists is set up for this purpose, parents to include the admin number (076-055-1437) as a contact in order to receive these messages.
- Educators communicates to parents on a weekly basis as required re. learner ongoing progress & requirements.
- Learners is provided with a reading record sheet to record weekly reading.
- Newsletters is emailed to parents during the year highlighting class activities, events & general information.

**"The effectiveness of communication is not defined by the communication, but by the response."**

**- Milton Erickson**

# Dress Code

Girls:

- Black thobe with black head scarf or burqa. (with optional aqua headband).

Boys:

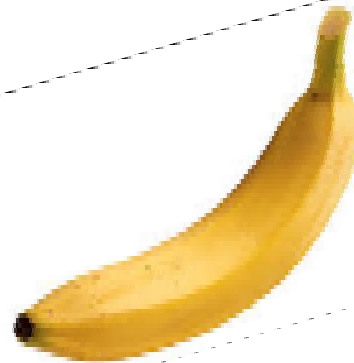
- White or black thobe with a matching fez.



# Snack Time

Learners have a brief snack break in between class.

It is encouraged to bring along a healthy snack. Kindly refrain from fizzy cooldrinks [an alternative, juice or water].



# Attendance & Punctuality

- Regular attendance is imperative for *optimal* progress.
- It is imperative for learners to arrive on time so that the proposed day structure is adhered to.
- Likewise, learners to be collected timeously at dismissal time.



# Learner Safety

- We encourage learners to be dropped at their classroom.
- Parents dropping off learners at the venue entrance to be in contact with the teacher to ensure that the learner has arrived in class.



# Covid-19 Protocol

The following is compulsory for learners in 2021:

- A mask to be worn

Bring along

- A shoe bag to store shoes
- A salaah mat
- Personal Sanitizer
- Personal Tissues/wet wipes
- Personal stationery



The following procedure will take place:

- Temperature will be checked on the wrist on arrival & during class.
- Learners will be spaced apart.
- Learners will not be allowed to borrow or share any belongings.



# Learner Progress

- A continuous assessment system is followed.
- Both verbal and written assessments is conducted.
- One on one parent meetings takes place in Mar/Apr with the relevant class Educator to discuss learner progress.
- A brief report is available mid year.
- A detailed report is available in November.



# Fees Structure



Description	All Grades
Annual Intake Fees For new & returning learners	R 175 (to cover learner working materials for the year)
Annual Fees	R 3500 per learner payable in equal parts monthly over 10 months i.e. R350 per month

## Payment Dates

The 1<sup>st</sup> of every month  
commencing 1<sup>st</sup> Feb 2020 to 1<sup>st</sup> Nov 2020

**FOR NEW LEARNERS  
INTAKE AND FEB FEES (R175 + R350)  
DUE ON COMPLETION OF INTAKE FORM**

## Sibling Discounts

2 Siblings	10% on annual fee i.e R630 per month
3 or more siblings	15% on annual fee i.e. R892.50 per month

**20% discount on Annual Fee if paid before 31 Dec 2020.**  
**7% discount on Annual Fee if paid before 01 Feb 2021.**

# Fees Policy



1. Intake fee is non-refundable. Why? Due to the fact that admin work tasks would have commenced for the registration.
2. Annual fees is raised with monthly statements sent to track fees account balances and record of payments.
3. Fees is due on a monthly basis on the 1<sup>st</sup>, commencing from 1<sup>st</sup> Feb to 1<sup>st</sup> Nov, see fees structure for the monthly amounts.
4. One month notification in writing is required when removing your child from the Madrassa.
5. Fees will remain payable up until and including the month in which the withdrawal notification is sent.
6. Credit balances & adjustments to the initial annual invoice will take place then.
7. Sibling discounts is offered. See Fees Structure.
8. A 7% discount on fees is offered when annual fees are paid on or before 01 February.

# Banking Details

Bank: Nedbank Kenilworth

Account name: Islam4kids

Account number: 108 022 4386

Branch code: 198 765

Learner ref no. [to be used when making payments]

# Other Expenses

- A requested donation in the month of Ramadhaan for our collection drive for a home. [suggested R50-R100 per family].
- An Eid celebration after 'Eidul Fitr where learners can bring some treats to share with classmates & younger learners may dress in their 'Eid clothes as optional.
- Edible treats to share for Muharram, welcoming of our Islamic new year.
- A donation in cash or kind towards our annual Moulood programme.
- Edible treats to share at years end on the learners presentation day, class farewells & learners entering the reading of the Qur-aan.

# Parent Commitment

- To sign learners weekly reading record.
- To supervise learners in revising their reading lesson daily during the week. (suggested 10-15 minutes daily). Remembering that success lies in our daily routine.

“At the end of the day, the most overwhelming key to a child's success is the positive involvement of parents.”  
- Jane D. Hull

- Consolidate & revise work content as suggested by the Educator.

**BY WORKING TOGETHER, WE CAN ACHIEVE OUR DESIRED RESULTS!**

**WE**  
*are*  
WHAT WE  
*repeatedly*  
**DO.**  
-aristotle

**REVISE REGULARLY!**

**WE BECOME WHAT WE REPEATEDLY DO!**



# Short Learning Programmes

The short learning programmes 2021 runs on a Saturday afternoon.

Programme	Duration	Registration	Cost	Class Dates
<b>Ramadhaan4kids Prep</b>	2 weeks (2 hr slot) 14h30-16h30	<b>R 150-00</b>	<b>R 450-00</b>	20 & 27 MAR
<b>'Eid carding making</b>	1 weeks (2half hr slot) 10h00 -12h00	<b>R 50-00</b>	<b>R 100-00</b>	08 MAY
<b>Salaah4kids</b>	12 weeks (2half hr slot) 14h30-17h00	<b>R 150-00</b>	<b>R 1020-00</b>	05 JUN-28 AUG (NO CLASS 24 JUL)
<b>Arabic4kids</b>	8 weeks (2 hr slot) 14h30-16h30	<b>R 150-00</b>	<b>R 680-00</b>	04 SEP-23CT

Visit the website for detailed information.

Email, call or visit the website for the online intake forms for the above.

Short learning programmes may only accommodate a small group of learners.

Register early!

# Contact Details

- Call/ sms/ whatsapp 076 055 1437

Add this number as a contact so you will receive our broadcast messages.

- [info@islam4kids.co.za](mailto:info@islam4kids.co.za)
- [www.islam4kids.co.za](http://www.islam4kids.co.za)
- [instagram @islam4kids\\_capetown](https://www.instagram.com/islam4kids_capetown)



I LOVE ISLAM