

Wembley Central Masjid

35-37 Ealing Road | Wembley | Middlesex | HA0 4AE

Tel: 020 8902 9296

www.wembleycentralmasjid.co.uk



PUPIL ENROLMENT FORM

DETAILS OF APPLICANT

FIRST NAME: _____ SURNAME: _____

DATE OF BIRTH (DD/MM/YYYY) _____ PLACE OF BIRTH: _____

GENDER FEMALE MALE (Tick as appropriate)

MOTHER TONGUE (LANGUAGE SPOKEN) OF APPLICANT _____

SCHOOL ATTENDED: _____

STUDENT LIVING WITH: BOTH PARENTS FATHER MOTHER GUARDIAN

STUDENT WILL BE DROPPED & PICKED BY: FATHER MOTHER GUARDIAN

FATHER'S/GUARDIAN DETAILS

MOTHER'S/GUARDIAN DETAILS

SURNAME: _____

SURNAME: _____

FIRST NAME: _____

FIRST NAME: _____

ADDRESS: _____

ADDRESS: _____

POST CODE _____

POST CODE _____

HOME TELEPHONE: _____

HOME TELEPHONE: _____

MOBILE: _____

MOBILE: _____

E-MAIL: _____

E-MAIL: _____

SECONDARY CONTACT INFORMATION (IN CASE OF EMERGENCY):

NAME: _____ RELATION TO STUDENT: _____

HOME TELEPHONE: _____ MOBILE: _____ WORK: _____

HEALTH:

Does the applicant suffer from any health problems the teacher should be aware of? (Y / N) If yes, please describe:

DOCTOR'S NAME: _____ DOCTOR'S TEL NO: _____

DOCTOR'S ADDRESS: _____

The information you have supplied or will subsequently supply will be retained by WCM and will be used for communication, processing, enquiries, statistical and audit purposes. Information may also be used for appropriate services and events that may be organised by, or in conjunction with WCM. By supplying such information, you consent to WCM storing in accordance with the provision of the data protection

DECLARATION: I/WE CONFIRM I/WE HAVE READ THE HOME-MADRASSAH AGREEMENT

SIGNATURE OF PARENT/GUARDIAN: _____ DATED: _____

For Official Use Only:

Received: ____/____/____

Date

Accepted Which Class: _____
____/____/____

Starting Date:

Rejected Reason Why: _____

Waiting List If on waiting list, what position: _____

Informed Parent/Guardian of Decision How: Verbal / Letter / Phone / E-mail

MADRASSAH AGREEMENT

This Home-Madrassah Agreement is set in the context of the Ethos, Mission Statement and Aims of the Wembley Central Masjid.

- 1) As the Parent/Guardian of _____, I will
- See that my child goes to **Madrassah** when required and inform the **Madrassah** immediately of non-attendance.
 - **Be responsible for bringing and collecting my child from the Madrassah** on time (time is 5pm to 7pm Monday to Friday).
 - Let the **Madrassah** know about any concerns or problems that might affect my child's work or behaviour.
 - Ensure that my child goes to **Madrassah** wearing appropriate clothes with Islamic ethos in mind, for boys: white/cream jubbah and white cap (topi), for girls: black hijab and abaya (covering the upper body from the head to the hands) and with appropriate equipment. This includes having a correct haircut with no short back and sides.
 - Ensure the hygiene of my child (e.g. nails must be short and clothes must be clean)
 - Support the **Madrassah's** policies and guidelines for behaviour.
 - Support my child with homework and other opportunities for home learning.
 - **Attend Parent's Evenings and discussions about my child's progress.**
- 2) **We. The Madrassah, will**
- Provide a balanced Islamic curriculum and will endeavour to meet the individual needs of your child.
 - Contact you if there is a problem with attendance, punctuality, equipment or uniform.
 - Let you know about any concerns or problems that affect your child's work or behaviour.
 - Set, mark and monitor work and inform you of any concern.
 - Arrange evenings during which progress will be discussed.
 - Send home an annual written report.
 - Keep you informed about **Madrassah** activities through regular letters, newsheets and notices about special events.
- 3) The centre will not be responsible for anything bought into the centre by the child in the event of it being lost, stolen or confiscated.
- 4) If any child engages in any disruptive or unacceptable behaviour, that child is liable to be permanently excluded. The decision of the **Madrassah** will be final.

Details of Fee Structure: There is a £100.00 deposit to be paid with enrolment which will be used to pay for the first terms fees when the child starts **Madrassah**. There are four terms throughout the year, £100.00 for each child to be paid on the first day of each term. There is a £20 charge for the books payable when the child starts Madrasah.

Signed: _____ (Parent/Guardian)

_____ (Please print name)

Signed: _____ (Madrassah Coordinator)

Date: _____