

MUSLIMS ON LONG ISLAND, INC

320 Central Ave, Bethpage, NY 11714 | Tel: (516) 433 4141



Assalamu Alaikum Warahmatullahi Wabarakatuhu,

I hope that this letter finds you in the best state of health and Imaan. At Masjid Al-Baqi Maktab, we believe that together with a sound and strong *ta'leem*, our children also deserve the right to be exposed to a friendly and healthy Islamic environment. Just as we give importance to and are concerned about their secular and deeni education, we also strive to ensure that they receive the correct *tarbiyyah*.

It is part of our aim and vision that every Muslim child in our growing community be granted their right to a strong deeni education and Islamic upbringing and nourishment, so that they can mature to become exemplary, resourceful, caring, thoughtful and committed Muslims and citizens who understand and inculcate within their lives the balance between religious and social responsibility. Rasulullah *sallallahu alayhi wasallam* has said:

"There is no gift a father can gift his child better than the gift of good manners." (At-Tirmidhī)

In another narration he says:

"The most perfect believer is the one with the best character." (At-Tirmidhī & Abū Dāwūd)

Without sound character and morals, one cannot claim to be a good Muslim nor outstanding citizen.

In order to progress and succeed towards our vision and goal, Masjid Al-Baqi Maktab introduced and implemented many updates in the past year. Starting this year, we have updated our **daily points system**. **Five points will be allocated on a daily basis**. The teachers use these points as an assessment of the student. Students get awarded each month based on the points they accrued for that month. The points given to a student will be determined in the following manner:

- a) 1 point for Attendance/Punctuality; b) 1 point for following the dress code; c) 3 points for Sabak/behavior

Also attached, you will find the updated **Rules & Regulations** policy. We expect all of our students to at all times abide by, respect and follow ALL the rules and regulations of Al-Baqi Maktab.

It is very important to understand that parents play a vital role in this whole process and that their full support is needed for the progress of the child and effective running of the maktab.

Please read the attached rules and regulations sheet carefully with your child, and sign and return the agreement below. Jazakumallahu Khairan in advance for your cooperation. Wassalam.

[MI] Adnaan Lunat
(Imam, Masjid Al-Baqi & Maktab Coordinator)

- =====
- I/We have read and understood the rules and regulations sheet with our child(ren) and agree to all the terms & conditions.

.....
(Print Student's Name)

.....
(Signature)

.....
(Date)

.....
(Print Parent's/Guardian's Name)

.....
(Signature)

.....
(Date)

Masjid Al-Baqi Maktab Rules & Regulations

1. Attendance/Punctuality

- Class timings are Monday to Friday, 5-7pm, Students must arrive at 5pm, and no later than 5:15
- If a student is going to be absent or late, the parents must text or call in advance to explain the reason.
- If parents are expecting their child to be away for a considerable time period it is imperative that this is discussed well in advance, so necessary arrangements can be made for the Islamic education of the child.
- 5 uninformed absences or latenesses in a month will result in the student not being allowed to sit in class without parents/teachers meeting.
- Students **will not be dismissed earlier than 7:00pm** without prior notice from the parents.
- Please arrange prompt pick-up for your children. Masjid Al-Baqi is not responsible to oversee students more than 5 minutes after dismissal.

2. Dress code

- BOYS: - **Must** wear a **topee** and preferably Islamic attire, such as Shalwar qamees or thobe (jubbah)
 - ❖ Shorts, short sleeve t-shirts, clothes with pictures/animated designs are NOT allowed
- ALL GIRLS Must wear a hijab/headscarf in a manner that covers all the hair and neck; No make-up/jewelry should be worn
- GIRLS 5-10: - Must wear Abayah or loose, long dress/Shalwar kameez at least up to the knees, with full sleeves
- GIRLS 11+: - Must wear a long loose-fitting plain abayah/jubbah or dress all the way up to the ankles
 - ❖ Under **NO** circumstances will tight, revealing, see through or short clothing be allowed

Coming without appropriate dress will directly affect student's progress and grades.

3. Behavior and Conduct

- Misbehavior and bad conduct will be dealt with very seriously. Vulgar and profane language or gestures, physical contact with other students and disrespect towards any of the teachers and staff will not be tolerated.
- ❖ **1st Offence:** - Verbal warning will be issued to the student
- ❖ **2nd Offence:** - Call/text will go out to the parent(s).
- ❖ **3rd Offence:** - In-person meeting will be arranged with the parent/guardian and student will be subject to suspension. **If misbehavior persists masjid management will be involved.**

4. Electronics & Prohibited Substances

- Students are NOT allowed to bring any electronics devices (phones, i-pads, tablets, gaming consoles) and any other electronic handheld devices or. If for any reason such a device is brought to class, it must be handed in to the teacher upon arrival, and will be returned at the end of class
- ❖ **1st Offence:** - Verbal warning will be issued and parents will be notified.
- ❖ **2nd Offence:** device will be confiscated and will only be returned to parent IN PERSON.
- In the case that any prohibited substance(s) is found, the Administration reserves the right to execute any disciplinary action deemed necessary, including expulsion and the involvement of law enforcement authorities.

5. Learning Material and Preparedness

- Students must bring their Qaidah/Qur'an and deeniyyaat books with them EVERYDAY, and also take them back home. **Any personal material/belongings left in the masjid will be subject to confiscation.**

6. Tuition & Fees

Tuition is due by the 5th of every month. All students must pay full fees as mentioned on the registration form. Failure to pay full fees on time will result in consequences. Similarly, Textbooks and other learning material will also be given on an as per need basis. Any book fees due must be paid promptly.