



Sharikatul Hussain Saturday Workshop Academic Year 2022

Parent Guidelines (COVID-19)

Dear Parents,

Salamun Alaykum.

We would like to take this opportunity to welcome your child/children to the Saturday Workshop for the shortened academic year 2022 (Jan-Jul). To ensure the smooth and efficient running of the workshop we have listed a brief overview and a few guidelines, which we hope you will support as they are for the benefit of your child(ren) and the workshop.

Sharikatul Hussain Saturday Workshop

Inspiring our students with a lifelong learning of Islam according to the teachings of the Ahlul Bayt (as), nurturing piety, and preparing them to strengthen our communities.

Mandatory Requirement 2022

It is a MANDATORY requirement for all parents with children in classes P to 3 to attend 5 Saturdays to help and assist the teachers of the Workshop. This is because of the workshop has a very limited number of volunteer teaching staff and the necessity for parents to participate and observe the learning of the children to help them further.

Parents of students struggling in Qur'an will also have to mandatory attend their child's class to understand the Qur'an lesson and help the child at the Workshop and at home.

In a pandemic situation, if Beaumont Leys School closes, we recommend all parents from classes P to 3 to sit with their children during the virtual classes. Parents may be asked to assist other classes in order to meet the above requirement.

If you have any queries or wish to discuss any other matter personally, please do not hesitate to contact Sister Sidika Raza on **0793 111 4110**

Online Portal- <https://sharikatul.classe365.com/>

The Workshop has a Portal for management of admin work.

All Parents/Guardians should have a login and password from our portal where they can review their child/ren's information and amend as necessary.

The workshop will roll out logins for the student portal during the course of 2022, these will go to the parents email address. If you have not received any logins or are experiencing any difficulties, please contact Brother Hasnain Karim on **07725 135617**.



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Communication

The Administration Team maintains communication with the Parents by various means. All parents are informed of any upcoming event by WhatsApp messages / emails / notices via the Classe365 portal.

A calendar of dates listing workshop opening and holidays for the year will be e-mailed to the registered e-mail address, WhatsApp's on Class groups and will be available on the website and Classe365 Portal.

All Parents should ensure that they are registered and update on Classe365 Parents portal any e-mail, mobile number or address changes.

The workshop website www.sharikatul-hussain.org has the latest bulletins and events, syllabus, calendar, generic information and articles are held.

If you have any queries or wish to discuss any other matter personally, please do not hesitate to contact the Management on **0786 786 2804 / 0772 513 5617**

Workshop Address

Sharikatul Hussain Saturday Workshop,

Beaumont Leys School, Anstey Lane, Leicester. LE4 0FL

The workshop this year begins in January and ends in July 2022. Saturday Workshop will commence classes from 10.30AM to 13:15PM. Students must arrive and be picked up ON TIME. **If, for whatever reason, your child is going to be late or must leave early, please notify someone from the administration in advance.**

PARENTS WILL NOT BE ALLOWED UPSTAIRS, PLEASE DROP AND COLLECT YOUR CHILD/REN FROM THE FOYER/SHELTER AREA DOWNSTAIRS

Absenteeism

Please refer to the Attendance Policy 2022 (COVID-19) that was sent out during enrolment or on the website.

Mobile Phones

Mobile telephones are **NOT allowed** to be used during online classes at the workshop. Please refer to the Mobile Phone Policy 2022 on the website.



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Dress Code

Girls/ladies should be in hijab and should wear chaadar or a coat while at the workshop.

Boys/gents should wear respectable clothes while at the workshop. No shorts allowed except during sports only.

Fees Schedule for 2022

FEES SCHEDULE FOR JAN-JUL 2022:

Please note the fees are payable even if the child is absent.

The total amount of fees per child is £60.00 for the shortened academic year 2022.
(Payable at Enrolment- Via bank transfer using the ADMISSION NUMBER as reference)

If the full £60 Fees and any unpaid 2021 fees is not settled at ENROLMENT, then the child's place for 2022 at Sharikatul Hussain Saturday Workshop will NOT BE GUARANTEED.

If you have any concerns or encounter any problems, please contact Sharikatul Hussain via email- sharikatul@gmail.com or you can contact Hasnain Karim- 07725 135617.

Account Name: Sharikatul Hussain Workshop

Sort Code: 40-12-35

Account No: 31403303

Reference: ADMISSION NUMBER

PLEASE NOTE THE REFERENCE OF THE TRANSFER HAS TO BE YOUR CHILD(REN)'S ADMISSION NUMBER(S).

Tablets and E-learning 2022

The Workshop provides iPads to students from classes 3 to 11. The iPads incorporate all student manuals (Tarbiyah & Qur'an) for the workshop.

Parents need to read the tablet policy as an acceptance to the policy guidelines. Please refer to the Tablet Policy 2022 for further guidance .

Qur'an Syllabus 2022

The Qur'an Syllabus for 2022 is class based and ensures all students benefit to its full capacity.



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Workbooks

Classes P-2 will be given workbooks and a Qur'an syllabus and will also benefit from online Tarbiyah syllabus storybooks during classes. If the student were to misplace their Workbooks, then they would need to pre-order and purchase a replacement from the admin department.

Preparation for Class / Homework

The teacher expects the student to come to class prepared with the required materials. Parents are encouraged to check what is being taught and what homework has been assigned.

Break Times

Students may bring a snack and drink for break. Alternatively, they can purchase food/drinks/confectionary from the tuck shop (subject to school COVID19 restrictions).

Students are not allowed to leave the class rooms during break/Salaah as per school COVID19 restrictions.

Informal Assessments for 2022

All Classes will have informal assessments set by the class teacher each term and Parents will be invited for a 1-2-1 discussion (over telephone) with the teacher following the assessments. This will ensure any learning issues that the child may be encountering is dealt with at an early stage instead of the end of the year.

The students will be assessed informally per term on Tarbiyah and Qur'an memorisation.

Please make note of the informal assessment dates in order that no appointments or holidays are booked on these dates. Students will NOT be allowed to re-take term assessments without a serious and genuine reason.

Car Park

Please ensure that you park your car sensibly in the main Car Park and please **DO NOT BLOCK** other cars when picking/dropping children to the school.

The School Management has highlighted this Issue and has warned us that if we paid no heed, then there would be dire consequences. Please use the overflow parking in the event the main carpark is full.

Please respect and acknowledge that other Organisations / Groups also use the same car park facilities.



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Rules and Regulations

Parents are reminded to explain the children of the following rules to be adhered.

- Children should not remain in the classroom unsupervised
- Report any faulty or damaged equipment noted before the start of the class.
- Please do not move any of the desks / furniture and if you do so then please put it back in the same order and condition.
- **Teachers and Children should ensure that all rubbish is tidied after EACH lesson. And ensure that the desks or walls have not been marked or scratched.**
- Ensure that all computer/electronic items e.g Active (interactive) boards, projectors if utilised have been switched off
- The boards should be wiped clean/switched off. However, any items from the school should be left untouched.
- Ensure windows are shut and that the classroom is left as found at the end of the class.
- **Ensure that there is no wastage of water or tissues in the toilets and the toilet area is left clean and tidy**

Sports 2022

SHW Warriors football training session is back on. First session will start on Saturday 22nd Jan 2022 and thereafter every Saturday after the workshop from **1.30 pm until 3.00 pm** at Beaumont Leys School (unless notified).

Please complete a registration form for your child, please complete this and hand over to Asad Abbas. The fees will be £10 a month payable at the first Saturday of every month

All parents are reminded to ensure that the children wear suitable clothing.

For further information you can contact Anis Rajani, Hussein Fazal or Asad Abbas.