



School agreement

I agree that Al-Ikhlās Education provides Saturday Arabic school. I/We accept to make the necessary arrangements for the smooth running of the school and will manage to get the student all the learning materials required.

Al-Ikhlās Education aims to maintain high standards of education and provide a safe and professional learning environment. Your co-operation in taking an active role in your child/rens education, especially in supporting us is important.

As a school we will:

- Provide a supportive, safe and caring environment.
- Provide a carefully planned curriculum matched to the needs of your child, along with a variety of activities.
- Arrange parent meetings to discuss academic progress and provide progress reports on a regular basis.
- Keep parents and carers aware of the school achievements and activities.
- Make sure that all students and their families feel welcomed in the school and to ensure their knowledge, expertise and opinions are valued.
- Listen to and respond to any concern's students, parents, teachers and carers may have.

As parent/carer, I will:

- Ensure my child has a regular attendance in their appropriate clothing following the school uniform policy.
- Give ample time of notice of any reason for absence. Absence or early leave must be confirmed with the school office and teacher.
- Sign my child in at the reception desk provided if they are late.
- Work with the school to make sure my child behaves well.
- Encourage and support my child in their work and attitude towards their work and the learning environment.

- Make sure that my child attends lessons well prepared, with the appropriate stationary equipment and workbooks.
- Make every effort to support my child learning at home by encouraging them to complete their homework.
- Pay for the replacement of any damaged or lost books and materials.
- Support the policies of the school including prompt and full payment of fees and assisting my child in respecting the rules and regulations of the school.
- Understand that my child will be deregistered for unacceptable behaviour.
- Read all correspondence from the school and respond when required including requests for parental feedback. You are encouraged to discuss any matters that you have regarding your child's educational needs.
- Make the school aware of any problems, which may affect my child's learning or behaviour.
- Keep contact details accurate and up to date.
- Attend all parent meetings and participate in school events.
- Fully support the school and policies.

As a student I will:

- Follow the school policies.
- Be polite and well mannered.
- Follow instructions.
- Pay attention to my studies.
- Complete all homework to my best ability.
- Always be punctual.
- Be prepared for learning (bringing full equipment, contributing in lessons)

Fees payment policy:

1. The school would honour the fee divided into three terms of £100 first term, £90 second term and £90 for the final term.
2. School fees must be paid on time.
3. No refunds will be given for any classes missed due to non-attendance.
4. No student will be allowed to enter the school without paying admission fees unless they have circumstances and have informed the office and come to an agreement.

Failure to maintain this contract may result in the revoking of your child/rens place at the school.