

MADRASA TIMINGS, ATTENDANCE & FEES

Assalamualaykum

All pupils & parents of Madina Academy are reminded of the following:

MADRASA TIMINGS

Madrasa is open from Monday to Friday at the following times:

- Maktab Class: 4.30pm to 6.00pm (Session 1)
- Maktab Class: 6.00pm to 7.30pm (Session 2)
- Hifz Class: 4.30pm to 7.00pm

- Please ensure that your child arrives at the Madrasa in good time.
- Parents are reminded not to enroll pupils on after-school activities during Madrasa times as this will seriously hold back your child's progress.
- Madrasa holidays coincide with school holidays, therefore, please ensure you plan your holidays within these dates.

ATTENDANCE AND ABSENCES

Regular attendance at Madrasa is of utmost importance for the child. Regular absences hinder the progress and development of a child.

All absences must be notified and agreed in advance. This will enable effective monitoring. If your child is constantly late or absent, the parent/carer will be called to the Madrasa to resolve the issue.

Students who remain absent from Madrasa for more than a quarter of the total academic days will have their place at Madrasa automatically cancelled at the end of the academic year.

BOOKS & KITABS

Madrasa will provide Qaidah, Amma, Kitabs and Student Planners (not Qur'ans, Writing books, bags or replacement kitabs).

MADRASA FEES 2023-2024

Maktab Class: £400.00 - Hifz Class: £525.00

There are several ways fees can be paid:

- The full amount by cash or a cheque made payable to: 'Madina Academy'.
- By Cash, 3 payments on the below dates.
- Set-up a monthly Direct Debit, consisting of 8 payments.

Payment will be as follows:

Payment	Date Of Payment	Maktab Class	Hifz Class
1	Monday 11 September 2023	£150.00	£175.00
2	Monday 8 January 2024	£125.00	£175.00
3	Monday 15 April 2024	£125.00	£175.00

- Madrasa Fees are heavily subsidised by Madina Academy. The Madrasa fees paid by parents are "typically" 50% of the actual cost involved per child. The remaining is raised from donations, fundraising events and support from the general public.
- If a child leaves Madrasa during the academic year, they will be liable to pay fees for the remainder of that term.
- Please ensure fees are paid on time to avoid the need to send out reminder letters.