



# *Leicester Community Islamic School*

## *Prospectus 2010/2011*



**Principal: Mr Ahmed Abdulhai Dadipatel**  
**Head Teachers: Mr Imran Tai &**  
**Mrs Amina Patel**

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***Official School Number: 856/6014***

**This prospectus was  
prepared in January  
2010  
& will be reviewed  
annually.**

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## **Primary Staff List (2010 – 2011)**

This is the current primary staff list for the academic year 2010 – 2011:

**Mrs A Patel                      Primary Head Teacher**

### Form Teachers

Years 1 & 2	Miss S Khalifa
Years 3 & 4	Mrs T Khan
Years 5 & 6	Miss Z Vazifdar

### Subject Teachers

Mrs R Abdul Karim	Years 1 & 2 Teacher Science Geography I.C.T. P.E.	History Islamic Studies Art
Miss S Khalifa	Years 1 & 2 Teacher English Arabic Studies (Years 1 to 4) P.E.	Maths
Mrs T Khan	Years 3 & 4 Teacher All the subjects except Arabic Studies	
Mrs S Patel	Years 5 & 6 Teacher English History Islamic Studies P.E.	Science Geography I.C.T. Art
Miss Z Vazifdar	Years 5 & 6 Teacher Maths & Arabic Studies	

## **Secondary Boys Staff List (2010 – 2011)**

This is the current secondary boys' staff list for the academic year 2010 – 2011:

**Mr I Tai**

**Secondary Boys Head  
Teacher**

### Form Teachers

Year 7	Mr M Mogra
Year 8	Mr H Shaikh & Mr I Mulla
Year 9	Mr F Shah
Year 10	Mr S Shah
Year 11	Mr M Bobat

### Subject Teachers

Mr A Khan	Arabic Studies (Year 10)
Mr F Shah	I.C.T. (Years 7 – 11) History (Years 7 – 9) Citizenship (Years 10 & 11) History (Years 7 – 9)
Mr H Shaikh	Citizenship (Years 7 – 9) Islamic Studies (Years 7 – 11) P.E. (Years 7 – 11)
Mr I Mulla	Science (Years 7 – 11) Maths (Year 7)
Mr I Tai	Maths (Years 8 – 11)
Mr M Bobat	English (Years 7 – 11)
Mr M Mogra	Qur'aan classes Urdu (Years 7 – 11)

Mr S Shah

Arabic Studies (Years 7 – 9 & 11)

Art & Design (Years 7 – 9)

Geography (Years 7 – 9)

History (Years 10 & 11)

## Secondary Girls Staff List (2010 – 2011)

This is the current secondary girls' staff list for the academic year 2010 – 2011:

**Mrs A Patel**

**Secondary Girls Head  
Teacher**

### Form Teachers

Year 7	Mrs A Patel
Year 8	Mrs S Pathan Mrs S Pirmohamed Miss S Yusuf
Year 9	Mrs S Tai Miss S Yusuf Mrs A Atif
Year 10	Mrs S Mungli
Year 11	Miss A Kara

### Subject Teachers

Mrs A Atif	I.C.T (Years 7 – 11)
Miss A Kara	English (Years 7 – 11) History (Years 10 & 11)
Mrs A Patel	Maths (Years 8 – 11)
Mrs S Mulla	Maths (Year 7) Citizenship (Years 7 – 11)
Mrs S Mungly	Science (Years 7 – 11) Geography (Years 8 – 11)
Mrs S Pathan	Islamic Studies (Years 10 & 11) Art (Years 7 – 9) P.E. (Years 9 – 11)
Mrs S Pirmohamed	Arabic Studies (Years 10 & 11)

Leicester Community Islamic School

Mrs S Tai

Islamic Studies (Years 7 – 9)  
Arabic Studies (Years 7 – 9)

Miss S Yusuf

History (Years 7 – 9)  
Geography (Year 7)  
P.E. (Years 7 & 8)

## Introduction

In the name of Allah, the Most Beneficent, the Most Merciful

## Welcome to Leicester Community Islamic School

Assalamu Alaykum Wa Rahmatullahi Wa Barakatuhu

Allah Ta'aalah has made the seeking of knowledge obligatory upon every Muslim. Thus for a Muslim there is no distinction between religious and secular education. Leicester Community Islamic School seeks to develop the whole personality of pupils with Islam as the main focus of their lives. We aim to ensure that young people enjoy their life at school and develop a love of learning and a strong desire to continue their education as a long life experience, as the Prophet Muhammad Sallallahu Alayhi Wasallam said: "***Seek knowledge from the cradle to the grave***". Insha Allah we aim to provide a balanced and broad level of education to meet the spiritual, moral, mental, physical and social needs of the young people.

## Mission Statement

Leicester Community Islamic School seeks to: -

- ❖ Offer a relaxed and friendly environment.
- ❖ Provide a broad and balanced study of all areas of the National Curriculum.
- ❖ Constantly strive to achieve high standards in all avenues of learning.
- ❖ Uphold the 'moral and manners' of the Prophet Sallallahu Alayhi Wasallam by providing teaching through self respect, respect for parents, elders and others, through the development of personal responsibility.
- ❖ Provide daily assemblies – incorporating 'citizenship' through the teachings of the Qur'aan and Sunnah.
- ❖ Impart knowledge to the pupils for the pleasure of Allah Ta'aalah.

## **A Typical School Day for the Primary Students**

Pupils who attend Madrasah at this institute must arrive at school by 8:00am. Those pupils who do not attend Madrasah at this institute must arrive at school by 8:30am. The school day will end at 2:00pm (Except Fridays, which begins at 8:00am and ends at 12:30pm). Registration and morning assembly will start at 8:30am (Monday – Thursday) and 8:00am on Friday. For the school day to start efficiently, pupils must arrive on time. The morning assemblies are an important part of learning and tarbiyah.

A brief layout of the school day (Monday – Thursday):

8:00am:		Madrasah
8:30am	– 8:45am	Registration, assembly & tarbiyah
8:45am	– 9:00am	Reading
9:00am	– 2:00pm	Educational subjects - A balanced curriculum
11:00am	– 11:30am	Break & Lunch
2:00pm		School ends

A brief layout of the school day (Friday):

8:00am		Registration, assembly & tarbiyah
8:15am	– 8:30am	Reading
8:30am	– 12:30pm	Educational subjects - A balanced curriculum
12:30pm		School ends

## **A Typical School Day for the Secondary Boys**

Pupils who attend Madrasah at this institute must arrive at school by 8:00am. Those pupils who do not attend Madrasah at this institute must arrive at school by 8:45am. The school day will end at 2:30pm (Except Fridays, which begins at 8:00am and ends at 12:30pm). Registration and morning assembly will start at 8:45am (Monday – Thursday) and 8:00am on Friday. For the school day to start efficiently, pupils must arrive on time. The morning assemblies are an important part of learning and tarbiyah.

A brief layout of the school day (Monday – Thursday):

8:00am:		Madrasah
8:45am	– 9:00am	Registration, assembly & tarbiyah
9:00am	– 2:15pm	Educational subjects - A balanced curriculum
11:15am	– 11:45am	Break
2:00pm	– 2:15pm	Salaah
2:30pm		School ends

A brief layout of the school day (Friday):

8:00am	–	8:15am	Registration, assembly & tarbiyah
8:15am	–	12:30pm	Educational subjects - A balanced curriculum
12:30pm			School ends

## **A Typical School Day for the Secondary Girls**

At the moment Madrasah arrangements have not been made for the secondary girls, however if there is a demand from the parents then we will consider this (this is optional).

The girls must arrive at the school by 8:30am. The school day will end at 2:00pm (except Fridays, which begins at 8:00am and ends at 12:30pm).

Registration and assembly will start at 8:30am (Monday to Thursday) and 8:00am on Friday. For the school day to start efficiently, pupils must arrive on time. The morning assemblies are an important part of learning and tarbiyah.

A brief layout of the school day (Monday to Thursday):

8:30am	–	8:45am	Registration, assembly & tarbiyah
8:45am	–	1:45pm	Educational subjects - A balanced curriculum
11:00am	–	11:30am	Break
1:45pm	–	2:00pm	Salaah
2:00pm			School ends

A brief layout of the school day (Friday):

8:00am	–	8:15am	Registration, assembly & tarbiyah
8:15am	–	12:30pm	Educational subjects - A balanced curriculum
12:30pm			School ends



## Packed Lunch

Pupils are advised to bring their packed lunches (which they can have during break) clearly labelled with their names. As part of our healthy eating policy we advise you to pack a healthy lunch for your child which must include some fruits. We do not allow glass bottles or chewing gum. Avoid sending sweets and chocolates, but encourage your child to have more fruit.



## The Curriculum

The school curriculum encompasses aspects of the Qur'aan and Sunnah and the pupils follow a broad and balanced curriculum in line with the school ethos. The National Curriculum promotes these values and pupils are encouraged to acquire aesthetic, linguistic and scientific skills as well as understand the historical diversity of life.

The curriculum at Key Stage 1, 2, 3 and 4 comprises of Qur'aan, Religious Studies, Arabic, Urdu, English, Mathematics, Science, I.C.T., Geography, History, Art, Citizenship and P.E.

Pupils will carry out the SATs exams at the end of KS1 & KS2 and the G.C.S.E exams at the end of Year 11. End of term and end of year tests are carried out to assess the students' performance. Parents' evenings are held twice a year to discuss performance, as highlighted on the pupils' reports. An end of year ceremony is also held for prize giving and certificates.

Exam results are available for viewing in the school office.



The school recognises the need to support SEN (Special Educational Needs) and EAL (English as an Additional Language). The staff work very hard with all pupils (including after school), unfortunately due to lack of resources we cannot meet the requirement to support SEN and EAL pupils at present. However in the future we will meet this requirement.



## Homework

For homework, pupils will be given extension work to encourage learning and develop a sense of working without total supervision. Encourage your child to do their own homework. The school has a set homework timetable. Details of the homework set will be recorded in a homework diary. Parents are advised to check the homework diary everyday and sign it every week.

## Admissions & Assessments

Parents are advised to submit their child's **last school report** & any other documents which may support an understanding of the child's progress and achievement, when they submit an application form to the school. Failure to do so, may delay the admission process.

Once a child has been offered a place, parents will be advised to bring the child to the school for assessments on the open day for new pupils. These assessments are not for selection purposes, they will inform the teachers of a pupil's strength and weakness in the core subjects and will determine their levels to help plan teaching accordingly.

Non-refundable assessment fees are applicable; £100.00 for secondary students and £50.00 for primary students when the application has been accepted. The assessment fee must be paid before your child can be accepted for assessments.

Failure on the part of parents to conceal relevant information from the school, will have consequences on the learning of the child, as the school may not be in a position for making provisions for certain learning difficulties.

Some pupils will be taken on a trial basis whereby, through on-going assessments, the teachers will monitor their progress and inform parents; where necessary. Parents are advised to attend such meetings.

Currently we are not in a position to take on pupils with Special Educational Needs (SEN) and English as an Additional Language (EAL) as we do not have provisions for this at present.



## Punctuality

Punctuality is very important for efficiency and smooth running of the school day. Parents must ensure that pupils are in school on time. The school has a policy on late arrivals:

- 3 late marks - letter sent to parents
- 5 late marks - pupil sent home with their parents.

If a pupil has to come late to school following a dentist, hospital appointment etc, please note that they must report to the office, accompanied by a parent or bring a note confirming the reason for lateness.

Pupils will not be allowed to leave the premises during school time without permission from the head teacher.

Children must be picked up at the correct time.

## Reading



Please encourage your child to read at home.

- Use the reading record and read with your child.
- Take your child to the local library.
- Emphasise the importance of reading and looking after books.

We will be happy to talk to you about ways in which you can help your child to make progress in reading.



## **Behaviour / Discipline**

The ethos of our school encourages positive behaviour from both the teachers and pupils, both in the personal and academic sense. All pupils must follow the code of conduct in our school Behaviour Policy.

A Leicester Community Islamic School Behaviour Policy is available for your inspection from the school office.

In cases of continuous misbehaviour, a pupil will be put on a 'Behaviour Report' for a week. The teacher will comment at the end of each lesson, and the head teacher will review and sign the report at the end of the day. Parents will be informed and asked to support the school policy. Depending on the severity of behaviour, a pupil may be suspended from the school.

Methods for dealing with poor behaviour comply with the Qur'aan and Sunnah. The procedures for dealing with matters of discipline can be found in our school's Behaviour Policy.

(Please see appendix 1)

In addition, pupils are expected to respect teachers. Parents are obliged to show support for teachers in the presence of pupils. Parents are requested to make an appointment prior to meeting any of our staff.

If and when there is unacceptable behaviour or work, well understood procedures will come into force. Initially, warnings will be issued by the teacher and then the pupil will be sent to the head teacher. In more severe cases, parents will be informed directly by a member of staff to come in and discuss with the school the action to be taken.

There is a detention system in school. Parents are informed by letter if the child is to be kept in after school. Parents are required to sign the slip and return it back to school.

## **Anti-Bullying**



Bullying is a deliberate act done to cause distress solely in order to gain a feeling of power. It can be through verbal or physical assault. It can be an unresolved single frightening incident which can damage a child's life.

Bullying of any nature will not be tolerated at school. The school will support the child who is being bullied and endeavour to help a bully to change their behaviour. The school has an anti-bullying policy, which is available for your inspection.

(Please see appendix 1)

All bullying incidents will be recorded and monitored.

Assemblies on anti-bullying with presentations and videos will be delivered frequently to highlight the importance.

## Anti-Racism



We are firmly opposed to racism, both overt and latent. All racially offensive behaviour will be dealt with immediately and will be seen to be dealt with appropriately.

## Equal Opportunities

Leicester Community Islamic School is committed to a policy of equal opportunities for all, regardless of race, religion, ethnic origin marital status, age, sex or disability.



## Appearance and Dress

Children are expected to dress in the correct uniform. To retain the identification of our pupils, the school uniform is as follows:

### Boys

- Plain black Jubbah (above the ankles).
- Plain black trousers (without any stripes). No jeans allowed.
- Plain black cardigan or top.
- Plain black topi (cap).
- Plain black shoes or trainers.

**P.E. Kit (Boys)**

- Plain white T-shirt.
- Plain black jogging bottoms
- Trainers

Clothes must be plain without any stripes or visible designer names or name tags.

Boys Jubbahs & trousers must be above the ankles.

**Girls**

- Plain black Jubbah (it must be loose & closed).
- Plain black trousers. No jeans allowed.
- Plain black cardigan
- Plain black Hijaab / scarf. Only plain black hats underneath. No pins etc on the Hijaabs.
- Flat black shoes or plain black trainers. No high heels.

**P.E. Kit (Girls)**

- Plain white T-shirt or P.E. dress (it must be loose fitting).
- Plain black jogging bottoms.
- Trainers.
- Plain black scarf.

Would parents please ensure that the uniform is clearly labelled.

Pupils should not wear uniform with visible designer names or name tags. Uniform must be plain without any stripes.



## Cleanliness

Cleanliness is an important aspect of Islam, so much so that the Prophet Sallallahu Alayhi Wasallam said that "Cleanliness is half of Imaan". It is essential, therefore, for parents to ensure that their children know how to clean themselves using water after going to the toilet and how to make wudhu. Children should also be taught from an early age to use the right hand for eating, drinking, putting on clothes, taking and giving, as this was the Sunnah of the Prophet Sallallahu Alayhi Wasallam. Hence, children should also be taught to use the left hand to clean themselves

after using the toilet. It is also important for children to get in the habit of cutting their nails regularly for reasons of hygiene.

As an Islamic Institute, we greatly stress on the cleanliness of all of our pupils.



## **Health & Welfare**

All accidents, no matter how minor, are reported to the Head Teacher. An accident report is filled in. Minor cuts and bruises are dealt with immediately, but for more serious injuries, parents are contacted directly. In urgent cases the child is taken to hospital, accompanied by a member of staff.

Medicines are not administered at the school, unless the child has an ongoing condition such as Asthma. Any medicines must be clearly labelled with the child's full name, class and its instructions for use. Any child with an infection should be seen by a doctor before coming to school. If the infection is contagious then the child in question should be kept at home until fully recovered.

## **Child Protection**

Our school policy is available for your inspection and contains guidelines laid down by the Department for Education and Skills. Staff must ensure that a child thought to be suffering or at risk of suffering from harm should be reported to those who can and will take appropriate action to protect them. All staff and parents should report any concerns to the Head Teacher. All school staff and those who come into contact with the pupils at school have to have police checks and CRB clearance.

The school also has an Incident Book for recording any concerns.



## Complaints

The school has an approved procedure for dealing with complaints. Please contact the school if you have any concerns or anxieties about your child's education. Arrangements can be made to discuss the matter with the principal or head teacher.

**No member of staff expects abuse, either verbal or physical, from any member of the school community.**

When a parent is very upset about any situation, meetings will only continue in an atmosphere of calm negotiation. Complaints will be logged in the Complaints Book. Please view the Schools Complaints policy for further information, which is available in the school office. In the year 2009 – 2010 there were no formal complaints.



## Contact Details

It is very important that the school keeps the pupils' contact details up-to-date at all times. This is very important when the parents need to be contacted in case of emergencies (e.g. if a pupil gets injured or becomes ill). There have been occasions when we have not been able to contact parents because their contact details are not up-to-date. Parents are also advised to provide emergency contact details of someone who can be contacted if parents are not available. Parents are also advised to notify the school as soon as possible whenever any contact details change.



## Fire Drill

The need for all round safety is paramount. It is a legal requirement for the school to hold a fire drill at least once per term and keep records. There are fire drill action notices around the school. Pupils are made familiar with this and act accordingly at the time of need. Once again, please feel free to inspect our Fire Drill Policy at the school.

## Educational Visits

Many teachers take their students to places of interest. Such visits are extremely valuable as they are a vital part of their education. The students are also taken on a fun trip at the end of the year.

Planned trips for the academic year are:

- Belgrave Hall (Museum)
- Conkers
- Space Centre
- Water world
- Twin lakes
- Drayton Manor Park
- West Midlands Safari Park
- Alton Towers
- Rutland Waters
- Coventry Museum
- Places of Worship (all faiths)
- Fire Station
- Police Station

## Rates of Authorised / Unauthorised Absence

It is a legal requirement for the school to have notes from parents explaining pupils' absences. Even if parents do phone into the school saying that their child will be absent, pupils still need to bring in a note which goes in the register. Without such notes, absences are recorded as

"unauthorised" on the annual returns to the Department for Education and Skills. Parents must ensure that they send a letter explaining the reason for absence as soon as possible.

Our attendance for the Academic Year 2009 – 2010 were:

Present	95.45%
Authorised Absence	3.65%
Unauthorised Absence	0.90%

## **Leave during Term Time**

Leave during term time are not encouraged due to the following reasons:

- Children miss out on planned valuable work from the National Curriculum.
- Continuity of learning is disrupted and children experience difficulty in catching up.
- Vital Assessments/Exams/Parent meetings of a child's progress are missed.
- Class teachers are not obliged to set work for periods of absence.

The school will agree to give leave to pupils in exceptional circumstances as follows:

- A member of family has passed away or is seriously ill – No more than 3 days leave will be authorised if it happens in the UK and no more than 10 days if a member of the family is seriously ill or has passed away in a foreign country.
- Leave should not exceed a maximum of ten school days in one year.
- Only in unavoidable circumstances, will the school decide to give additional time off.
- In all other circumstances, if parents/guardians take pupils on leave during term-time; the school will take your child's name off the school's Admissions Register and will inform the Education Welfare Department immediately.

- Parents who decide to take their child on leave in exceptional circumstances during school time must complete the Holiday/Leave request form, accompanied by a letter signed by a parent/guardian.

Please see appendix 4 for the school's term and holiday dates. Please book your holidays accordingly.



## School Fees

It is strongly recommended that for administration purposes and smooth running of the school, fees be paid on time. Initially the registration and stationery fees must be paid before your child can be admitted to the school. To ease administration, we would prefer you to pay by Standing Order (paid quarterly). A standing order form needs to be filled in and commence immediately when your child starts school. Unfortunately the school is not in a position to accept any other method of payment or subsidise the fees. Persistent non-payments will mean that the study of your child will have to be suspended. The annual total of fees is £1560.00, hence £390.00 to be paid at the beginning of each quarter.

Any money or cheque given to the school should be placed in a sealed envelope with the child's name and class written on it in case it gets lost.



## Premises

The school is currently based at 2 Overton Road, Leicester. (Off Humberstone Road). Regular buses are available from the city centre coming towards Overton Road, (First Bus number 38 & Arriva Bus number 18). We have a separate primary and secondary department both situated within the same building. We also have a large hall where the children can socialise during break time

We are close to St. Barnabas Library where the pupils are taken occasionally.

We are also close to Spence Street Sports Centre where we are planning to take the students in the near future for sports activities and swimming.

## Links with the Community

The school premise is also used by the following organisations:

- ❖ Madrasah Darul Arqam (supplementary school) from 5:00pm to 7:00pm only. It is not used during school time.

The school has links with the following organisations:

- ❖ Leicester City Council.
- ❖ Leicestershire Constabulary (regularly come to give talks on law, crime, safety, community cohesion etc).
- ❖ Leicestershire Fire Service.
- ❖ Leicester Crown Court (educational visits for key stage 4 students).
- ❖ Build (Drugs Awareness Programme).
- ❖ The Seekh Community.
  - ❖ Places of worship (church, Seekh temple, Mosque etc).
- ❖ Multi cultural centre.
- ❖ Connexions (further education & careers programmes).
- ❖ Khidmah Organisation (participation in community activities – sports activities & tournaments).
- ❖ Ansaar (Leicester based community project, specifically set up for people learning disabilities).
- ❖ Leaders of other faiths – who come and give talks to the students to enhance community cohesion.

As part of broadening our understanding of the greater community, we look at other faiths and culture in Leicester and visit places of worship (e.g. Church, Seekh temple etc) and English Institutions. Knowledge & understanding of other religions is incorporated into Religious Studies.

In August 2009, Mr Russell visited the school and gave a talk to the students about beliefs & practices of Christianity & Islam and how integration and cohesion is very important for our community.



## Website

Alhamdulillah through the help and effort of a University Placement student and a member of staff, we have had the school website up and running since September 2006. Our website is updated regularly. We usually have important announcements and events uploaded onto the website. Please feel free to have a browse at:

[www.lcis-darularqam.org.uk](http://www.lcis-darularqam.org.uk)

### ***Please note***

*The information contained in this booklet was correct at the time of publication (December 2010). It should not be assumed that there will be no changes during or after the year.*

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## *Appendix 1*

### **List of Documents Available for Inspection**

List of documents available for your inspection from the school office & on the website:

- ❖ Admissions Policy
- ❖ Assessments Standards & Levels
- ❖ Behaviour Policy
- ❖ Bullying
- ❖ Child Abuse and Dealing with it
- ❖ Child Protection Policy
- ❖ Compliments and Complaints
- ❖ Confidentiality
- ❖ CRB & List 99 Policy
- ❖ Curriculum Policy
- ❖ Dfee - Documents relating to the National Curriculum
- ❖ Disability Discrimination Act & 3 year plan
- ❖ Equal Opportunities Policy
- ❖ Fire Evacuation and Bell Test
- ❖ First Aid Policy & First Aid contacts
- ❖ Food Drink and Hygiene
- ❖ Health and Safety Policy
- ❖ Leicester Community Islamic School Current Program of Studies and Scheme of Works
- ❖ List of Trustees, Teachers & governors.
- ❖ Medication
- ❖ Ofsted - Improving Attendance & Behaviour in Schools
- ❖ Policy on the use of force to control or restrain pupils
- ❖ Pupil Discipline and System
- ❖ Recognising Child Abuse
- ❖ Rewards and Sanctions
- ❖ School Policy on Holidays during term time
- ❖ School Rules for Pupils
- ❖ Staff Discipline
- ❖ Staff Guidelines
- ❖ Teaching and Learning Policy
- ❖ Visitors to School
- ❖ Visits and Outings
- ❖ Volunteers and Student Placement Policy
- ❖ Working for Teachers – GTC

## *Appendix 2*

### **Stationery list**

Pupils are required to have all stationery at all times. Following is a list of stationery which pupils must have:

- ❖ Black, blue and red pens
- ❖ HB pencil
- ❖ Coloured pencils
- ❖ Eraser
- ❖ Sharpener
- ❖ Glue stick
- ❖ Pocket sized dictionary
- ❖ Thesaurus (secondary pupils)
- ❖ Calculator
- ❖ Scientific calculator (secondary pupils)
- ❖ Mathematical set
- ❖ 30cm ruler
- ❖ Plastic pockets
- ❖ USB flash drive (to save work on)

### **Uniform List**

Children are expected to dress in the correct uniform. To retain the identification of our pupils, the school uniform is as follows:

#### **Boys**

- ✓ Plain black Jubba
- ✓ Plain black trousers (not jeans)
- ✓ Plain black cardigan / jumper
- ✓ Plain black topi
- ✓ Plain black shoes or plain black trainers

#### **Girls**

- ✓ Plain black Habayah (it must be loose & closed)
- ✓ Plain black trousers (not jeans)
- ✓ Plain black cardigan / jumper
- ✓ Plain black Hijaab (only plain black hats underneath. No pins etc. on the hijaabs)
- ✓ Flat black shoes (no high heels) or plain black trainers

**P.E. Kit (Boys)**

- ✓ Plain white T-shirt
- ✓ Plain black jogging bottoms
- ✓ Trainers

**P.E. Kit (Girls)**

- ✓ Plain white T-shirt or P.E. dress (it must be loose fitting)
- ✓ Plain black jogging bottoms
- ✓ Trainers
- ✓ Plain black scarf

Clothes must be plain without any stripes or visible designer names or name tags.

Boys' jubbas & trousers must be above the ankles.

## *Appendix 3*

### **Programme for the Academic Year**

#### **(Primary)**

The programme for the academic year 2010 – 2011 for the *Primary Students* at Leicester Community Islamic School is as follows: -

<b>8:00am</b>	<b>Madrasah Starts – <i>Madrasah pupils only.</i></b> Teaching of the Holy Qur’aan – Hifz & Nazira (boys only)
<b>8:30am</b>	<b>School Starts</b> Registration, assembly / tarbiyah Lesson (Learning about the Islamic way of life)
<b>8:45am</b>	<b>Educational Subjects</b> Islamic Studies      Arabic Studies      English Maths                      Science                      History I.C.T.                      Citizenship                      Geography Art & Design              P.E.
<b>11:00am – 11:30am</b>	Break & Lunch
<b>2:00pm</b>	School ends ( <i>Monday – Thursday</i> )

*Friday school begins at 8:00am and ends at 12:30pm*

#### *Fees*

Registration Fees*	£	50.00
Stationery Fees**	£	125.00
Annual Fees per pupil	£	1560.00
<b>Total</b>	<b>£</b>	<b><u>1735.00</u></b>

Madrasah (Optional)                      £3.00 per week (*£156.00 annually*)

*\*This is a one off payment which only needs to be paid once. This does not need to be paid every year.*

*\*\* This is a one off payment which only needs to be paid:*

- ✓ *Once in Primary.*
  - ✓ *Once at the beginning of KS3 for years 7 – 9 textbooks.*
  - ✓ *Once at the beginning of KS4 for all GCSE textbooks*
- This does not need to be paid every year.*

## Programme for the Academic Year (Secondary Boys)

The programme for the academic year 2010 – 2011 for the **Secondary Boys** at Leicester Community Islamic School is as follows: -

**8:00am Madrasah Starts – Madrasah pupils only.**  
Teaching of the Holy Qur’aan – Hifz & Nazira

**8:45am School Starts**  
Registration, assembly / tarbiyah Lesson  
(Learning about the Islamic way of life)

**9:00am Educational Subjects**

Islamic Studies	Arabic Studies	English
Maths	Science	Urdu
History	I.C.T.	Citizenship
Geography	Art & Design	P.E.

**11:15am – 11:45am** Break

**2:00pm – 2:15pm** Salaah

**2:30pm** School ends (*Monday – Thursday*)

*Friday school begins at 8:00am and ends at 12:30pm*

### Fees

Registration Fees*	£ 50.00
Stationery Fees**	£ 150.00
Annual Fees per pupil	£ 1560.00
<b>Total</b>	<b>£ 1760.00</b>

Madrasah (Optional) £3.00 per week (£156.00 annually)

*\*This is a one off payment which only needs to be paid once. This does not need to be paid every year.*

*\*\* This is a one off payment which only needs to be paid:*

✓ *Once in Primary.*

✓ *Once at the beginning of KS3 for years 7 – 9 textbooks.*

✓ *Once at the beginning of KS4 for all GCSE textbooks*

*This does not need to be paid every year.*

## Programme for the Academic Year

### (Secondary Girls)

The programme for the academic year 2010 – 2011 for the *Secondary Girls* at Leicester Community Islamic School is as follows: -

**8:30am School Starts**

Registration Assembly / Tarbiyah Lesson  
(Learning about the Islamic way of life)

**8:45 am Educational Subjects**

Islamic Studies	Arabic Studies	English
Maths	Science	History
Geography	I.C.T.	Citizenship
Art & Design	P.E.	

**11:00am – 11:30am**

Break

**2:00pm**

School ends (*Monday – Thursday*)

*Friday school begins at 8:00am and ends at 12:30pm*

### Fees

Registration Fees*	£	50.00
Stationery Fees**	£	150.00
Annual Fees per pupil	£	1560.00
<b>Total</b>	<b>£</b>	<b>1760.00</b>

*\*This is a one off payment which only needs to be paid once. This does not need to be paid every year.*

*\*\* This is a one off payment which only needs to be paid:*

- ✓ *Once in Primary.*
- ✓ *Once at the beginning of KS3 for years 7 – 9 textbooks.*
- ✓ *Once at the beginning of KS4 for all GCSE textbooks*

*This does not need to be paid every year.*

## *Appendix 4*

### **School Term & Holidays**

School term & holidays for the academic year 2010 – 2011

#### **Autumn Term**

<b>School opens</b>	<b>Wednesday 21<sup>st</sup> July 2010</b>
Ramadhan & Eidul Fitr Break	Monday 9 <sup>th</sup> August 2010 to Monday 13 <sup>th</sup> September 2010
<b>School opens</b>	<b>Tuesday 14<sup>th</sup> September 2010</b>
Mid-Term Break	Monday 18 <sup>th</sup> October to Friday 22 <sup>nd</sup> October 2010
<b>School opens</b>	<b>Monday 25<sup>th</sup> October 2010</b>
Eidul Adha Break	Tuesday 16 <sup>th</sup> November to Friday 19 <sup>th</sup> November 2010
<b>School opens</b>	<b>Monday 22<sup>nd</sup> November 2010</b>
Winter Break	Wednesday 22 <sup>nd</sup> December 2010 to Tuesday 4 <sup>th</sup> January 2011

#### **Spring Term**

<b>School opens</b>	<b>Wednesday 5<sup>th</sup> January 2011</b>
Mid-Term Break	Monday 21 <sup>st</sup> February to Friday 25 <sup>th</sup> February 2011
<b>School opens</b>	<b>Monday 28<sup>th</sup> February 2011</b>
End of Term Break	Monday 18 <sup>th</sup> April to Friday 29 <sup>th</sup> April 2011

**Summer Term**

<b>School opens</b>	<b>Tuesday 3<sup>rd</sup> May 2011</b>
Mid Term Break	Monday 30 <sup>th</sup> May 2011 to Friday 3 <sup>rd</sup> June 2011
<b>School opens</b>	<b>Monday 6<sup>th</sup> June 2011</b>
School closes	Wednesday 13 <sup>th</sup> July 2011
<b>School re-opens</b>	<b>Wednesday 20<sup>th</sup> July 2011</b>

*Please note that these dates are subject to changes.*

## Notes

## Notes