

*In the Name of Allah the Most Gracious the Most Merciful*  
**Islamic Association of Saskatchewan, Regina Inc.**  
3273 Montague Street, Regina, S4S 1Z8  
Email: shaikhmohammad@hotmail.com

## **IAOS Sunday School Rules and Regulations (2024-2025)**

### **Academic Session:**

From Sunday, September 9, 2024, to Sunday, June 22, 2025.

Classes will be held in-person at the IAOS Masjid.

**Registration:** From Friday August 2, 2024, to Saturday August 24, 2024, or until the space is available.

The application will be accepted on **first come first serve basis**. You will be informed by email about the status of your application once the registration is complete.

**Age of Admission:** From 5 to 16 years of age.

Please do not submit form for child below the age of 5. It will not be accepted.

**Timing and Days:** School operates from 10:00 AM to 1:40 PM on Sundays only.

Please ensure that your child should arrive between 9:45 AM and 9:55 AM.

**Registration Fee:** One-time nonrefundable fee is \$75 for each child to cover the cost of textbooks and materials.

**Monthly fee:** \$60.00 for the first child and \$50.00 for each subsequent child.

**Group System:** Administration of the institute has introduced a group system, which means that a student will progress with the rest of group. If a student is absent then he or she will join the group from wherever the group has progressed to, and he or she will have to make-up the missed lessons on his or her own time, therefore it is vital that the attendance is maintained otherwise the progress of the student will suffer. It is the responsibility of the child and his/her parents to inquire from other students from the group about missed lessons.

**Assignment of Teachers:** Please note that assignment of the teachers will be rendered according to the class and not the personal choice or preference of the student.

**Attendance:** It is essential for students to be regular and punctual in classes.

Late attendance of half an hour or more will lead to a mark of absence in the register unless there is a valid signed note or letter from the parents/guardian or a valid reason for being late.

If the student fails to attend the classes for 3 continuous weeks without prior notice, this will lead to the student's name being omitted from the register. Thereafter, re-admission to the school will be required.

Frequent absences without any valid reason will create poor attendance record for the child, which will consequently, affect their evaluation and performance. It is mandatory to have attendance of 75%.

**Late Pickup & Safety:** Children should be picked up on time.

IAOS cannot take responsibility for the safety of your children after school hours. Islamic Association takes

utmost care for the safety of your child, however in an unfortunate event of injury to the child the IAOS will not be held responsible.

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**Books and supplies:** All applicable books and supplies will be provided by the school and should be taken home. They should not be left at the school.

**Restriction in the school:** The use of abusive language, swearing and fighting are forbidden and in extreme cases a child may be expelled from the school. A misbehaving child will be given a verbal warning. If this warning is ignored, the child will be made to stand, thereafter if the behavior continues, the child will be suspended, and the parents/guardians will be notified. After 3 notifications the child will be expelled from the school. Children are not allowed to bring toys, video games, phones, and MP3 players.

**Dress Code:** Children are required to wear modest dress to keep the sanctity of the Masjid. Tight fitting clothes or shorts will NOT be allowed. Clothing with a picture of living being is not allowed. Female student is required to wear hijab and male student is required to wear topi/cap or cover his head during Qur'an class or when praying in Jama'ah.

**Food/Snacks:** Please make sure that your child(ren) is well fed before coming to the school. Please provide your kid with a lunch/snack and a water bottle.

**Financial Assistance:**

Financial Assistance will be considered only for the special case based on the financial situation of the family.

**Letter/Notices:** Please make sure that appropriate action is taken when a letter or note is given to a student.

**Complaints and suggestions:** Please feel free to contact Admin by email at schooladmin@iaosregina.com to voice your concerns, suggestion, and feedback.

**Holidays:**

Students will receive a notification in the class and through an email for an observance of a holiday.

**Methods of Achievement:**

- Maintain punctuality in attendance.
- Revision and preparation of lesson at home assigned by the teacher.
- Follow the basic etiquette of the school and the classroom.
- Be respectful to the teachers and adults.
- Be appreciative by saying "Jazak Allah" and "Please".
- Support and encourage your peers.
- Transition quietly and orderly in and out of the classroom and school.
- Always tell the truth.

**Note:** Students perform better when parents/guardian are well informed and take interest in their study programs and activities. So please take responsibility of your child/children and be engaged with them on the daily basis.