



# Al Falah Islamic Preschool

Block 12 Naser Al Badr Street, Salmiya

Block 1 Street 4 Abu Halifa

Phone 6000 3878

Email : [info@alfalahq8.com](mailto:info@alfalahq8.com)

Website: [www.alfalahq8.com](http://www.alfalahq8.com)

Number: .....

## **APPLICATION FOR ADMISSION**

### **Student's Information:**

1. Student's Full Name : .....
2. Date of Birth : .....
3. Nationality: .....
4. Gender : .....
5. Civil I.D No: .....

### **Parent / Guardian Information:**

Parent's or Guardian's Last Name: ..... First Name .....

Res Address: ..... Occupation: .....

Father's Cellular Phone (WhatsApp No): .....

Mother's Cellular Phone (WhatsApp No.): ..... Land Phone: .....

Transport Required: Yes ( ) No ( ) Email I.D .....

### **Declaration:**

The information I have given on the Form is true and accurate to the best of my knowledge I have read and agree with the rules and regulation of **Al Falah Islamic Preschool**, I will abide by them , Insha' allah.

Parent's or Guardian's signature : ..... Date: / /

## **FOR OFFICIAL USE ONLY**

Date of Admission: / /

Admission fees: .....

Balance to be paid: .....

Signed by Principal or Designate : .....

Comments: .....

# ***RULES & REGULATIONS***

## **Respected Parents**

Assalamualaikum Warahmathullaahi Wabarakathuhu

### **MISSION STATEMENT**

To create Allah-Conscious pupils, equipped with a sound understanding of the Quraan and teachings of our Beloved Prophet Muhammad ( S.A.W)

Our preschool programme is a holistic and integrated programme promoting Islamic living that offers the little ones an insightful and exciting way to learn about Islam. They are taught to understand and practice Islamic Values and Morals in their daily life.

This form serves to foster a greater understanding of the rules and code of conduct we expect from our students. In this regard, we require and request your total co-operation in creating a difference to our environment.

### **1-WE TEACH**

Islamic Values; Alphabets in English and Arabic; Surahs, Hadees & Duas; Play based activities; Islamic Songs & Stories; Numbers in English & Arabic; Art & Craft works; Identifying colours, Fruits, Vegetables, Animals, Birds Shapes etc. in English & Arabic.

### **2-OUR EXPECTATION**

We expect:

- 1.1 Students to show respect, devotion, dedication and commitment to their deen and memorizing.
- 1.2 Total co-operation from parents.
- 1.3 Every link to knowledge must be respected. Respect must be shown for Quran, Books, Teachers and classrooms.

### **3- TIMING**

8:00 AM to 12:30 PM (Sunday – Thursday)

### **4- DISMISSAL**

Parents are responsible to pick up their children at dismissal time. In extra ordinary circumstances, if a parent or guardian is unable to pick a student, arrangements must be made with the teacher in advance.

### **5- ATTENDANCE, ABSENTEEISM , LEAVE TAKING**

- 5.1 Regular attendance is demanded from every student.
- 5.2 All serious illness and injuries must be reported to the principal.
- 5.3 Leave will be granted for valid reason only.
- 5.4 Those students going on vacations should inform in writing.

## **6-PERSONAL APPEARANCE**

Apart from being neatly and correctly attired, students are also responsible for their hygiene and appearance.

6.1 **HAIR** : For boys length may not exceed collar length.

6.2 **JEWELLERY** : For girls the only jewellery that is permissible is earrings.

6.3 **NAILS** : To be clean and short.

6.4 **HEAD COVERING** : is must for girls.

## **7- ACADEMY FEE**

7.1 Every month 35 KD is charged from each child.

7.2 Fees are payable before the 5<sup>th</sup> of every month.

7.3 Request for the extension of date for payment of fees must be made to the principal in writing.

7.4 New admissions have to pay an admission fee of KD 10.

7.5 An amount of 5 KD should be paid for books and stationary.

## **8- BUS FEE**

Inside Abu Halifa : 8 KD

Inside Salmiya : 10 KD

Outside Abu Halifa: 10 KD

Outside Salmiya : It may vary, depending on  
the area.

Bus fees also should be paid before the 5<sup>th</sup> of every month.

## **PLEASE NOTE**

1. That the fees once paid will not be refunded unless that student has attended less than 4 days.
2. That fee has to be paid even if a student attends for 4 days a month.
3. That Bus fee for that particular day will be charged even if a student has used the bus for a single day during that month.

## **9- NOTE TO THE PARENTS**

9.1 Islam is not only practiced during Academy hours, but is a life- long commitment.

9.2 The code of conduct will apply at all times and in all places.

9.3 You may discuss any aspect of the code of conduct with the principal.

9.4 Fee should be paid on time, do not wait till your child is reminded.

9.5 It's a must the parents should attend the parents meeting if informed.

9.6 If there are any complaints parents should meet the principal in Academy after academy hours .

9.7 Parents are requested to cover and name their child's books. Academy is not responsible for any loss of books, if above said rule is not adhered by the parents.

9.8 A kind request to parents if there are any complaints meet and discuss with the principal directly not through others.

9.9 If any parent argues with the decision of the Academy regarding the position of your child in any events, class or fees or any other expenses charged, your free to take your child out of the Academy.

9.10 Before enrolling your child in this institute, please study our code of conduct.

**Parents are requested to drop off their children not 10 minutes earlier than class time and pick up not 10 minutes later than class dismissal time. AL FALAH ISLAMIC ACADEMY is not responsible for children before and after these times.**

Please sign and return to the Academy along with a copy of your child's civil I.D.

I \_\_\_\_\_ the parent of \_\_\_\_\_

Have ready and fully understand the Rules and Regulation of **AL FALAH ISLAMIC ACADEMY**.

I accept them and pledge to abide by them.

*Run by :*

## **Al Falah Islamic Academy**

Block 2 Street 48, Hawally.

Block 12 Naser Al Badr street, Salmiya.

Block 7 street 59 Abraq Khaithan.

Block 1 street 4 Abu Halifa, Kuwait – Phone 60003878

Email: [info@alfalahq8.com](mailto:info@alfalahq8.com) Website: [www.alfalahq8.com](http://www.alfalahq8.com)