**Madrassa**

**Information Booklet**

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3. **Introduction**

بِسۡمِ ٱللهِ ٱلرَّحۡمَـٰنِ ٱلرَّحِيمِ

In the name of Allah, most Gracious, most Merciful

Alhamdulillah, Jamia Almaarif madrassa has been running for over 10 years now; what started as a small home madrassa, with the blessings of Allah سُبْحَانَهُ وَتَعَالَى‎, has grown greatly. At the beginning of the pandemic, the on-line madrassa was quickly established so that children could continue to benefit from their Islamic Education. We now have over 180 students joining on-line 5 days a week from various cities across the UK including children from the UAE, Canada, America, Pakistan and Europe.

Our teachers are all dedicated and hard-working volunteers. Under the guidance of the Sheikh and Sheikha, the teachers at Jamia Almaarif strive hard to make sure that our children progress with their learning. In this time, it is extremely important for our youth today to understand the beauty of Islam and grow up with the true principles and perception of Islam as well as being able to read the Quran with correct tajweed. Our message to parents is that we at Jamia Almaarif, will make our utmost effort to ensure that your children are provided with the necessary and comprehensive knowledge of the Islamic faith that will allow them to choose right from wrong. Parents have an important role in encouraging their children to achieve their best. As parents you have the responsibility to ensure that your children attend all the classes regularly and put their learning into practise at home.

During the past months, along with the madrassa, Jamia Almaarif has provided a source of comfort for users who have gained support from daily programmes which has kept us all motivated and upbeat during these trying times. Through live feeds, users across the Uk have benefitted from daily lectures and work initiated by some of the students of Jamia Almaarif. Primetime and daily quizzes have been particularly popular. Children have been actively participating in by sending their stories, recitations of Quran, nasheed's and quizzes (some of which are uploaded onto the Jamia Almaarif Youtube channel). The Live Seerah Quizzes have been a fun way of engaging families to participate together whilst learning the blessed life of the Holy Prophet Muhammed ﷺ. The social media platforms of Jamia Almaarif have daily uploads of artwork from Jamia Almaarif students, including calligraphy of comforting Quran verses in this time of need, and art-work in support of the NHS care workers and Front-line workers.

Our goal is to instill in each student the love of Allah سُبْحَانَهُ وَتَعَالَى‎, His Prophet ﷺ, the deen of Islam, and to develop a positive Muslim identity as well as a commitment to religion, family, and community.

We remain indebted to our Blessed Sheikh and Sheikha for their dedication and determination to make this madrassa a success insha’Allah and a source of learning for all children and their families.

1. **Times for Madrassa**

|  |  |
| --- | --- |
| **Monday** | 5pm – 6pm or 6pm – 7pm sessions |
| **Tuesday** | 5pm – 6pm or 6pm – 7pm sessions |
| **Wednesday** | 5pm – 6pm Islamic Studies (5- 6 years group)6pm – 7pm Islamic Studies (7-9 years & 10 -11 years group) |
| **Thursday** | 5pm – 6pm or 6pm – 7pm sessions |
| **Friday** | 5pm – 6pm or 6pm – 7pm sessions |
| **Saturday** | 7pm – 8pm (12+ Islamic Studies) |

**Note for Hifz Students timings will vary. Students will be notified of their individual times.**

1. **Key dates**

|  |  |
| --- | --- |
| **Last day of madrassa Summer term** | Saturday 29th of August 2020 |
| **First day of Madrassa Autumn term** | Monday 7th September  |
| **End of Term Assessment** | Friday 18th December |
| **Last day of madrassa Autumn term** | Saturday 26th December |
| **First day of madrassa Winter term** | Monday 4th of January 2021 |
| **End of Term Assessment** | Friday 23rd April 2021 |
| **Last day of madrassa Winter term** | Friday 30th Aprij 2021  |
| **Ramadan & Eid ul Fitr break\*** | Saturday 1st of May – Saturday 15th of May 2021 |
| **First day of madrassa Summer term** | Monday 17th May 2021 |
| **End of year assessment** | Friday 10th July 2021 |
| **Eid ul Adha break\*** | Monday 19th July – Saturday 24th July 2021 |
| **Last day of madrassa Summer term** | Saturday 21st August 2021 |
| **First day of madrassa Autumn term** | Monday 6th of September  |

\*May change by a day depending on moon sighting.

1. **Madrassa Policy & Procedures**

**Group Sessions**

Upon enrolment and payment of the required fee, your child/children will be allocated to a group appropriate for their level and age. Parents are provided with a timetable of the sessions and the group in which their child has been allocated to.

**Joining and participation in the classes**

Children will be required to revise their Qaida/Quran lessons before the session time starts. A group of children will be on the same session. The teacher will be ready for the class at the scheduled time and all children are required to join the lessons at the start of the class time. The teacher will speak to all the children via the microphone and give them instructions to read their lesson. The teacher will mute and unmute microphones as required to hear children’s lessons individually. He/She will check on other children during the session to make sure that they are practising their lessons. The teacher will hear one child at a time but children are required to keep their cameras on, stay on-line throughout the whole session and practise their lessons. Sessions will last 1 hour and anytime remaining after all children have been heard for their tajweed, will be spent on learning duas, kalimas, salah.

**Islamic Studies**

All children who join the madrassa are required to join the Islamic Studies sessions. The classes are according to age groups on Wednesdays and Saturdays (for 12+ age group). The topics covered are outlined in the curriculum section below. The aim of this class is to teach the fiqh of the five pillars of Islam so that children can have a solid foundation of their religion and know how to perform their duties towards Allah سُبْحَانَهُ وَتَعَالَى‎ in the correct manner. Each session is followed by a quiz to make it fun and interactive for the children while consolidating their learning.

**Parent support**

Your support is required to ensure that your child is able to get the best out of their learning experiences. Please help the teacher by typing into the chat box to say which page and lines they are practising and what they will be reading if required. Please also ensure that children practise their new lessons daily ready for the next session. For all children attending online classes, it remains the responsibility of parents for the care and supervision of the children for the duration of the sessions.

**Attendance & Punctuality**

It is important that your child/dren join the sessions on-time and attend all the sessions that they are required to attend, if they are to continue to make progress with their learning. The dates when madrassa will have holiday are set out above in the key dates section. Any holiday outside these times must be notified in writing. Any child who is not in madrassa for a period of 2 weeks without a valid reason will be taken off roll and will have to reregister for a place when a place becomes available.

**Behaviour**

Good behaviour and manners are required at all times. Teachers are there to teach the children and they will expect the children to follow instructions. Parents can contact us separately if they have any concerns or issues.

**Privacy**

For your privacy, the camera will be strictly monitored. All cameras are blocked for students however, to maintain students’ engagement the teacher will unblock cameras for communication purposes. Please note only teacher and group peers will only be able to see. No pictures or recording will be allowed by any students, if any student is known to have taken pictures/recording this will be taken as an offence against privacy and further actions will be taken. The teacher will hear students through the microphone. Students will have access to class conversation if they need to communicate to the teacher. Students are prohibited to make conversation with other students in the class conversation, the teacher will be monitoring this.

**Fees**

The monthly fee is required to be paid on time and it is a condition for children to remain in the madrassa. The fee is inclusive of any holiday period. Fees are payable monthly in advance or a standing order can be set up for regular payments. If there is a difficulty in paying please contact us to discuss.

A fee exemption/reduction policy is in place for qualifying students.

Our Bank Details are as follow:

**Jamia Almaarif, Barclays Bank PLC**

**Sort code: 20 89 56**

**Account no: 93507963**

**Ref: MDR followed by your child’s surname and initial**

**(Example: MDR Khan PK)**

Any Questions or Concerns please contact us on 07992184465, alternatively you can send an email to **info@jamiaalmaarif.co.uk**

**By agreeing to on-line classes for your child/ren you also agree to adhere to the terms and conditions set out above and main Madrassa policy.**

1. **Curriculum**

5-6years 7-9years 10-11years 12-13years 13-16years

 Level 1 Level 2 Level 3 Level 4 Level 5

|  |  |  |
| --- | --- | --- |
| **1** | **Quran with Tajweed** | **Qaidah** **Qur’an (depending on the level of the student)** |
| **2** | **Kalimah** | * **First Kalimah**
* **Second Kalimah**
* **Third Kalimah**
* **Fourth Kalimah**
* **Fifth Kalimah**
* **Sixth Kalimah**
* **Iman e Mujmaal**
* **Iman e Mufassal**
 |
| **3** | **Duas****Surah Hifz** | * **Muslim Greetings**
* **Before eating**
* **Forgetting to say Bismillah**
* **After eating**
* **Before sleeping**
* **After Waking Up**
* **Before entering toilet**
* **Leaving toilet**
* **Entering masjid**
* **Leaving masjid**
* **When looking in the mirror**
* **Dua for fasting**
* **Dua for when breaking the fast**
* **Dua e Qanoot**
* **Taraweeh dua**
* **Funeral duas**
* **Last 20 chapters**
* **Surah Yaseen**
* **Surah Rehman**
 |
| **4** | **Islamic Studies** | * **Know the meaning of Islam**
* **Who is our creator: explain about the Oneness of Allah**
* **Our Prophet**
* **Know the meaning of Tawheed**
* **Know the 5 pillars**
* **Names of salah and time**
* **Method of Wudu and Salah**
* **Azan**
* **Fasting 1**
* **Iqamah**
* **Zakat/compulsory charity**
* **Purity/Tahara**
* **Method of Ghusl**
* **Personal Hygiene**
 |
| **5** | **Akhlaaq****Islamic Manners** | * **Learning**
* **Relatives - Parents**
* **The poor and needy**
* **Orphans**
* **Giving thanks**
* **Charity**
* **Tasawuf/Tazkiya**
* **Spirituality – spiritual heart**
* **Learning/ Seeking Sacred Knowledge**
* **Greed**
* **Patience, patience of Prophet Ayyub (AS)**
* **Respect of Parents**
* **Truthfulness**
* **Relationships**
* **Marriage**
* **Teachers – Spirtual teachers**
 |
| **6** | **Aqaid****Islamic Belief** | * **The essentials of faith – The seven essentials of Imaan.**
* **Tawheed**
* **Belief in angels**
* **Books of Allah**
* **Messengers**
* **Death**
* **Resurrection**
* **Qadr - Fate**
* **Signs of day of Judgement**
 |
| **7** | **Quran Tafsir****Commentary** | **Last 20 chapters****Chapter AlHujraat****Chapter 5 for male pupils First half (verses 1-60) of Surat al Ma’idah (The Table Spread).** **Chapter 24 for female pupils First half (verses 1-32) of Surat al-Nur (The Light).****Chapter Yaseen** |
| **8** | **Hadith Study** | **Topics:** **Intention, Faith, Sunnah, Knowledge, Status of Parents, Modesty, Tasawuf, Spirtual heart, Ziker, Company of Spirtual people, Significance of Sunnah, Hadith e Jibraeel ,What is Shirk and its types, Tawhid and logical proofs, Nikah, Modesty, Zina** |
| **9** | **Stories of the Prophets** | **Prophetic biography (Sirat al-Nabi – Maki Life - Overview)****Prophetic biography (Sirat al-Nabi – Madni Life - Overview)****Caliphs and Mothers of Believers** * **Prophet Adam (AS)**
* **Prophet Nuh (AS)- recap**
* **Prophet Isa (AS) – recap**
* **Prophet Ibrahim (AS)**
* **Prophet Musa (AS)**
* **Prophet Ismail (AS)**
* **Prophet Salman (AS)**
* **Advice of Luqman the wise**
* **Story of Khidhr (AS) – Spiritual Knowledge**
 |
| **10** | **Arabic Language** | **30 vocabulary words****Greetings****Introducing yourself****Numbers, body parts****Writing Alphabets and words****Introducing your family/friends****Common vocabulary regarding visiting a new place** |
|  |  |  |

1. **Hifz programme**

Alhamdulillah, in the Ramadan that just passed, Rehan, one of our Hifz students, completed the memorisation of the complete Holy Quran after two and a half years of effort and dedication of his teachers and support of his parents. There are separate classes for boys and girls. Children are allocated to small groups according to their pace of learning. As part of madrassa, children will be memorising the smaller surahs in Juz Amma. The Hifz programme is for those who want to focus more on the memorising of Quran. Children who participate in this programme will be provided with additional support and are given targets to achieve. Our programme not only concentrates on memorising the Qur’an with correct tajweed, but also a strong emphasis is made on maintaining what has already been memorised. Children are required to dedicate additional hours for their learning. Any of the children of madrassa can join the Hifz programme provided they have the determination to learn and put in the effort. For more information, please email info@jamiaalmaarif.co.uk

1. **Youth Personal Development Programme**

Our Youth Personal Development programme (PDP) gives the young people of today a tailored programme where they will obtain the key skills needed shaping them for the future of tomorrow. The aim of the PDP programme is to improve the mentees wellbeing, providing mentorship and support in an academic, social and personal capacity promoting personal growth and confidence.

All of our madrassa students who are 12 and above are automatically enrolled to the Youth PDP. Our dedicated mentors will endeavor to deliver a tailored and unique service, providing regular 121 support and reviews focusing on personal and spiritual development enabling a full support circle.

The Personal Development Plan is a tool designed to provide each student with support on a regular basis for their spiritual, social and educational needs. Our aim is to support young people at a pivotal time of their life where they are faced with many challenges from their environment. It can be a very stressful time dealing with peer pressure, doing well at school and coping with their identity as a Muslim in Western Society. Through this programme each student will be provided with a mentor who discuss any concerns, address any issues, questions, check wellbeing of students and discuss personal goals to help students have a directive for future planning.

At Jamia Almaarif we believe structure and a vision are key success enablers and our programme provides just that. We will offer both long and short term goals and focus on a variety of assets – whether that’s soft skills such as motivation and confidence or long term goals such as education or employment. There will also be guest speakers from different professional and academic backgrounds, who will be giving short presentations to the students to enable them to plan for their future career.

This support is free and included as part of our madrassa package. Our aim is to provide students with the tools to become successful and confident Muslims who will be able to make positive contributions to society.

1. **Primetime Performances**

Our weekly prime time programme for children is inclusive of Quran and nasheed recitations, Islamic poems and stories. This programme encourages our youngsters to participate from all over the world and enables them to learn about about Islam creatively. It is a fun filled way to motivate children to proudly learn and perform Islamic acts from they have learnt and achieved in their Islamic classes. If you would like your child/children to take part then send us your performances to 07850244855.

There are some guidelines we would like you to follow when recording videos/Audios to ensure we are abiding by our prime time policy.

* Ensure the camera is held horizontally when recording videos
* Children should be dressed modestly; ensuring boys are wear their topi and girls are observing hijab
* Sitting/standing calmly with hands folded
* Start with Greetings in Islam - “Asalamualaykum”
* Referring to blessed teachers as Shaykh & Shaykh
* Ensure there is no background noise or sound
* Consent forms are vital for any performances to be added to Prime Time

To view our Primetime performances visit our [YouTube channel](https://www.youtube.com/channel/UCUkUpnYfrdliJ6EsJWqk3gw)

1. **Quiz with Noor Fatima**

Every Sunday at 5.30pm there is a weekly quiz which is organised by teachers and students of Jamia Almaarif. It is free to join the quiz all you need to do is log into [www.menti.com](http://www.menti.com). It will then ask for a code to join the quiz. The code Is usually sent in a weekly WhatsApp message and it is also given on Facebook live.

A weekly YouTube link is sent so that students can revise the questions in advance.

Anyone can join, we encourage the whole family to join in. It’s an entertaining way for children to learn about the basics on various topics such as Hajj, five pillars, tawheed, Quran, Prophets and much more!

Please try to encourage your children to attend as it’s an excellent way for them to discover and understand more about Islam Insha’Allah.

1. **Classes for all the family**

Jamia Almaarif has a whole range of classes available for families to increase their knowledge and improve their practise of Islam. If you could also find time to increase your knowledge of Islam, you will be able to support your children in their learning. Some of the classes on offer are as follow:

**Ladies only Comprehensive Tafseer** *(free course, still open for new enrols*)

Our ladies only tafseer class on Wednesdays with Dr S Nasrullah is available in both Urdu and English. This course enables the learner to have an understanding of the context behind each verse. Every verse is explained in detail and supported by hadiths. It enables the learner to self reflect and apply the teachings of the Holy Quran in their daily lives and improve their character in’sha Allah.

**Islamic Essentials *(****free course, separate classes for men & women, enrolling now****)***

This one year course starting in September in’sha Allah will cover the fiqh of Ghusl, Wudu, Salah (including the funeral rituals and prayer), Fasting, Zakat, Hajj: providing essential knowledge that every Muslim should have. The aim of this course is to enable the learner to improve their daily practise of Islam and fulfil their duties towards Allah سُبْحَانَهُ وَتَعَالَى in the correct manner. The second half of the lesson, explanation of the Juz Amma (30th sapara) chapters are taught. This class is compulsory for all madrassa students who are 12 and above. There is a weekly Quiz on the topics learnt, as mentioned before.

**Tajweed classes for men & women** *(free course, separate classes for men & women, enrols open throughout the year)*

Quran is the word of Almighty Allah سُبْحَانَهُ وَتَعَالَى. It is important to read Quran with correct pronunciation of the letters and to apply the correct rules of reading. In Arabic, changing the sounds of the letters alter the meaning of the words. For example changing the sound of ﺺ for ﺲ is a major error. Everyone has a responsibility to learn to read the Quran with correct tajweed. Our sessions are during the weekday, evenings and weekends to cater for everyone. Our teachers can converse in both Urdu and English.

**Seerah** *(Also free, new course starting in September for both men & women in separate classes, enrolling now)*

Prophet Muhammad ﷺ. has mentioned that ‘None of you will have faith till he loves me more than his father, his children and all mankind.” If we are a true ummati (follower of Prophet Muhammad ﷺ, then It is our duty to learn about every single aspect of our Blessed Prophet ﷺ life, including the struggles that He ﷺ. and the early Muslims went through so that we could enjoy Islam today. As we learn about the early Muslims and the intensity of the love that they had for Prophet Muhammad ﷺ, it is certain that our love for Prophet ﷺ, His family and the Blessed Companions will increase insha’Allah.

Enrol on-line for any of the courses above <https://www.jamiaalmaarif.co.uk/contact-us-local-charity-london>

For details of more courses on offer including our **language courses** *(Urdu, Arabic, English for beginners)* visit our website <https://www.jamiaalmaarif.co.uk/>

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