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INTRODUCTION

All praises are due only unto Allah Subhaanahu Wata'ala Who *“created man from a clot of blood”* and thereafter *“taught him what he knew not”*.

Durood and Salaam be upon Nabi Muhammad Sallallahu Alayhi Wasallam who said: *“No parent has given anything better to his children than Adab.”* (Knowledge and Respect).

Our Institution is situated in a semi-farming area called De Deur, which is situated 8km from Roshnee on the main Vereeniging – Johannesburg R82 road (**GPS co-ordinates -- 26.501597,27.933329**). This Madrasah was previously based in Lenasia and has been in existence for approximately thirty-seven years. The Madrasah operates on the Sunnah Maslak (methodology) of Deoband as interpreted by Hadhrat Moulana Maseehullah (Rahmatullahi Alayh). Alhamdulillah, with the Fadhl of Allah Ta'ala, it has produced more than four hundred Huffaaz and a dozen Ulama including Muftis.

Every parent loves his child and simply wants the very best of everything for him in life. Undoubtedly, the best gift which a parent could gift to his child is the knowledge of Deen. This gift will most certainly be a lifelong source of blessings and a genuine means of success in both this world and as well as the everlasting Akhirah.

The quest of Deeni Knowledge generally commences with Hifz. In the Eyes of Allah Azza Wajal and His Beloved Rasulullah Sallallahu Alayhi Wasallam, a practicing Haafizul-Qur'aan is the best of **ALL THE CREATION THAT EXISTS UNDER THE CANOPY OF THE SKIES.**

Thus, Nabi Sallallahu Alayhi Wasallam said: ***“The best amongst you is he who learns and teaches the Holy Qur’aan.”*** Rasulullah Sallallahu Alayhi Wasallam also informed his Ummah that those who learn the Holy Qur’aan are the ***family of Allah Ta’ala.***

Allahu Akbar! What a great honour... for is it not the Truth - and nothing but the Truth - that Allah Most High, will always Protect and Provide the best for His Family?

We are pleased by the fact that you intend sending your child to learn Deen. We are happy that you wish to sacrifice him in the Path of Allah Ta’ala. We are thrilled that this Ummah will, Insha-Allah, be blessed with one more Haafizul Qur’aan; one more Aalim. We are determined, with the Fadhl of Allah Ta’ala, to give your child the best Deeni Ilm coupled with a sterling lofty character which reflects the message of the Holy Qur’aan.

In order to achieve our desired goals, there are certain rules and regulations which need to be carefully noted.

These rules and regulations are, Alhamdulillah, strict but fair, free from being oppressive and yet not so lenient that a child is left free to do as he pleases. Our rules are meant to inculcate a lost treasure called discipline. The rules will, Insha-Allah, assist him in his mental, physical and spiritual development. It will also, Insha-Allah, serve to avoid any misunderstandings that may occur during his stay here.

For mutual success, there is a need for compatibility. The Ustaadhs, the parents and the child need to have common goals and a common, clear vision. Success cannot be achieved if a child is exposed to two different lifestyles or the parent misunderstands the objective of the Madrasah or the Madrasah does not have a clear vision of what the parents' aims and objectives are.

For instance, it is the objective of the Madrasah that a student be taught the absolute need to perform 5 times daily Salaah and practice upon the Sunnah. However, if instead of performing Salaah, a child is allowed to watch T.V and be exposed to images of half-naked women, blazing guns, pop music and violent scenes, then that Hafiz-to-be will most certainly be deeply confused and frustrated!

Children are nowadays, by and large, pampered. They thus cannot cope with the difficulties and the rigors of real life. Boarding life does indeed teach a child how to cope with some discomfort. It is here where a child is moulded to learn how to

negotiate difficulties and consequently to appreciate the luxuries of home and how to value the love and kindness of his parents and family, Insha-Allah.

‘Ilm only shines in proportion to the sacrifices made. In times before, students would leave their home for ten years, spending this valuable time acquiring Ilm without seeing their parents, family or friends. Due to such **SACRIFICES** they were chosen by Allah Ta’ala for His Deen and became the guiding stars of the Ummah.

It is our fervent Dua that your child be amongst the chosen servants of Allah Ta’ala. May it be that by learning Deen your child’s life changes forever and even the lives of both of you as the parents.

Please do study and explain the following rules and regulations to your child.

1. THE INTENTION

Some people may comment negatively on your decision to send your child to learn Deen. Their criticism should not bother you. Insha-Allah, firmly focus your gaze on the following intention:

“My child is Insha-Allah going to be a Haafidh/Aalim for the Pleasure of Allah Ta’ala and we are prepared to **sacrifice**

anything in order to achieve this ni'mat (bounty).” Remember, ultimately, it is **your child** and it is **your choice**.

Before your child even starts his studies, make it clear to him that there is no leaving and quitting – no matter what! A firm intention will cement the child's resolve.

Explain, with kind words, to him that all you want for him is to be an uprighteous, Allah-fearing, practicing Haafidh and an Aalim who can selflessly serve the Ummah. In order to achieve this, you will stand by him through thick and thin.

2. ADMISSION

The Madrasah is not a reformatory or a rehabilitation centre. *Please do not enrol your child here if he is problematic or getting out of hand at home.* Applicants from the age of twelve years are accepted; though exceptions are made in certain cases.

Any student who has been expelled from another institute and seeks admission at this institution will not be granted admission until he produces his last progress report and a character reference. He must also give detailed reasons for being expelled/leaving the previous Madrasah.

Some parents have not allowed their children to attend any form of school or Madrasah since childhood. All the Ta'leem,

etc. was done at home in order to safeguard the child from evil and bad companionship.

We strongly advise such parents not to send their child to the Madrasah. Rather employ an Ustaadh to teach the child at home as we cannot guarantee that the child may not be exposed to wrongs.

It is impossible for the Madrasah to control the language and the ways of each and every student.

In any Madrasah there will always be an assortment of students from different backgrounds. Yes, Insha-Allah, we will try our best to ensure that our environment conforms to a Deeni environment.

We prefer that parents living in places distant from the Madrasah enrol their child at an institute close-by unless they have some relatives living nearby to the Madrasah who can assist in looking after him in the event he is unwell, etc. We do not have facilities to cater for foreign students.

Acceptance of admission into Hifz is strictly restricted to Hifz. A separate admission is required for students who wish to do the Aalim course here. Alhamdulillah, the Madrassah has a fully-fledged Aalim/Mufti course.

The Madrassah has limited space. Whereas an average of 13 Hifz students can be accommodated in each of the 5 Hifz

classes, an average of 6 students can be accommodated in the 8 Aalim classes.

Approximately 12 Huffaaz qualify annually, Alhamdulillah.

Every student and his parent/guardian must sign the application form accepting all the rules of the Madrasah in order to be granted admission.

Any student who breaks/damages Madrasah property will be liable to effect repairs/reimburse the Madrasah for the cost of all damages.

3. SIMPLICITY AND APPEARANCE

Since flashy and fancy clothing breeds pride and arrogance, students are expected to wear plain, white clothing. If we want our children to be humble and modest, then we need to train them and discipline them from when they are small. How a person is dressed, speaks volumes of his character. No clothing, socks or skippers which has any numerals, alphabets, pictures or logos etc. will be allowed. It will be confiscated and given to the poor.

Bedding should have no pictures of cities, flags or writing.

Stationery should not have large displays of cars/cities/flags/ etc.

The Madrasah expects students to dress Islamically during the holidays and weekends. Trousers should be HEMMED BEFOREHAND above the ankles. Rasoolullah Sallallahu Alayhi Wasallam has said: *“Whatever flows below the ankles (of a male) will be in Jahannam.”* This is a clear and severe warning that all men should seriously heed.

Anyone trimming his beard will be expelled. Beards should be lengthened. We stress this point: The Madrasah will not tolerate the destruction of the Sunnah and allow innocent children to witness this being done. The Love of the Sunnah is to be firmly ingrained in the student, Insha-Allah.

Haircuts will be given to all students approximately once a month without any exceptions. Some parents prefer to cut the hair of their children at home. We have no problem as long as the haircut is taken regularly without fail.

4. DISCIPLINE

Our strict but fair rules are meant to protect your child. We consider your child to be an Amaanat (trust) who needs to be protected from all types of bad influences. Ill-discipline affects other students.

Students are disciplined in the following manner:

a) First and foremost they are educated about what is acceptable and what is unacceptable.

- b) If any rule is broken they are warned verbally.
- c) If they persist, they are detained during free time.
- d) If they still persist then their parents are called up and informed of the ill-discipline.
- e) If they still do not reform then they are asked to leave the Madrasah.

Neither would the parent nor any relative have recourse to debates and discussions etc. if a child is expelled.

Students involved with Haraam social media platforms such as Instagram or are involved with photography could expelled if they refuse to desist.

5. DEMERITS SYSTEM

A meticulous record of every student’s demerits is kept as per the system explained below:

OUR WEEKLY DEMERIT SYSTEM/DISCIPLINARY PROCESS

The demerits for coming late for roll calls, playing in the Masjid, not being present for exercises, not having a Miswaak and Tasbeeh, not paying attention to the Deeniyaat subjects as well as deceiving whilst testing other students are as follows:

1. ROLL CALLS IN THE MASJID	(5 TIMES DAILY X 5 WEEK DAYS) + FAJR AND ZUHR ON SATURDAYS + MAGHRIB AND ESHA ON SUNDAYS <u>Note:</u> Roll call is also taken for Tahajjud	TOTAL = 29
2. ROLL CALLS AT THE MESS	3 TIMES PER DAY X 6 DAYS	TOTAL = 18
3. CLASS ROLL CALLS	2 TIMES PER DAY X 6 DAYS	TOTAL = 12
4. SLEEPING TIME	3 TIMES PER DAY X 6 DAYS	TOTAL = 18
5. CUBICLES	1 TIME PER DAY X 6 DAYS	TOTAL = 6
6. MISWAAK AND TASBEEHS	2 TIMES PER DAY X 5 DAYS	TOTAL = 10
7. EXERCISES	TWICE WEEKLY	TOTAL = 2
8. ISLAMIC SUBJECTS	FOUR TIMES WEEKLY	TOTAL = 4
9. TESTING STUDENTS	NOT TESTING PROPERLY /CHEATING = 1	TOTAL = 1
GRAND TOTAL 100		
PENALTY SYSTEM		

- **Students who have less than three demerits may be detained after Asr and will be instructed to write the nature of the demerit. (10/20/50/75/100 times).**
- **Students who don't comply with the above disciplinary measures could be detained for the next weekend.**
- **Students who regularly obtain more than three demerits could be detained on Saturdays/Sundays.**

6. PHONE CALLS

No students are allowed to receive phone calls unless in an extreme situation where the parent himself must phone the Madrasah.

Students who do not go home weekly are allowed to receive a fifteen-minute phone call once a week. Due to load shedding or other emergencies, at times all students may not get an opportunity to phone home, hence this weekly phone call cannot be guaranteed. Slots will be allotted to students staying in on the weekends.

7. ABSENTEEISM

Yes, we do worry when your child is absent. Please do inform your son's Ustaadh if your child is going to be absent. Medical appointments should be made for the mid-term long-weekends or during the holidays. A Madrasah year planner has been specifically given to your child and has been placed on our website for your convenience. Our website address is as follows: www.thejamiat.co.za

8. HOLIDAYS

Parents will be informed at the beginning of the year as to the exact dates of the holiday periods. Students who do not know their work, may be detained. During the holidays, parents are requested to assist with their children's Ta'leem and Tarbiyat by filling in the holiday monitoring chart.

Please ensure that your child returns on time as delays cause immense harm to the student's attitude and work.

9. WEEKENDS

Students are allowed to go home every Saturday at 3.30 pm provided they complete all their work and their behaviour is in order. Parents are requested to fill in the weekend Tarbiyat charts. It is important that students return 10-15 minutes before Maghrib so that they could pack their belongings and thereafter focus on their next day's work.

10. MID-TERM WEEKEND

Since the students are confined to the Madrasah compound all the time, the Madrasah gives them a long weekend during the term. This also gives parents a chance to spend quality time with their children. Remember, in a calendar year, your child only spends less than 20% full days of the year at home. The balance 80% is spent in the Madrasah.

The mid-term weekends generally commence on Friday at 10:30am and concludes at Maghrib on Sunday.

11. PRINCIPAL'S DISCRETION

(1) If a student displays exemplary behaviour and produces outstanding work, he may be given off at any time, as per the discretion of the principal.

(2) The principal shall have the power in his sole and absolute discretion to expel any student summarily without giving any reason for such expulsion, in the following cases:

(a) Where a student commits an act or omission or otherwise displays such behaviour which in the opinion of the principal is inconsistent with the values and norms of the institution having regard to its distinct and special Islamic character, or otherwise amounts to a loss of confidence in the student.

(b) Where a student is found to be incompatible with the Principal/staff of the Madrasah. The decision whether a student is incompatible will be made by the principal.

(c) Where a student breaches any provision of this disciplinary code.

(3) Notwithstanding the provisions of the clause above, the principal may in his sole and absolute discretion hold a disciplinary enquiry for the sole purpose of affording the student an opportunity to state his case or point of view. If the

principal so decides to hold a disciplinary enquiry, he shall fix the procedure for holding such an enquiry, and he shall appoint the person/s who will so preside over such an enquiry, with terms of reference to be fixed by the principal, all in his sole and absolute discretion. No student shall be entitled to be legally represented at any such disciplinary enquiry.

(4) If a student has a problem, his parents/guardian should make an appointment with the principal's office at a time convenient to the principal to discuss the problem.

12. TRANSPORT ARRANGEMENTS

Parents are welcome to organize their own lift clubs. All transport arrangements should be made in advance. Refrain from giving lifts to students without the consent of their parents and the Madrasah as this creates a lot of confusion. Baaligh boys are not allowed to travel with Ghair-Mahram ladies.

In the event that students are going home with a particular parent and he needs to take his son early for some valid reason, e.g. medical appointments (after having obtained permission), the other students who travel with him in the lift club will not be allowed to leave early. They should make alternative arrangements to leave at the stipulated time.

13. QUESTIONNAIRE FOR MONITORING THE BEHAVIOUR OF STUDENTS

Tarbiyat, in short, refers to refining one's manners, respect, behaviour and conduct etc. It refers to inculcating good qualities such as gratitude, patience, yaqeen (conviction), love for Allah Ta'ala and His beloved Nabi Sallallahu Alayhi Wasallam. Tarbiyat also includes how to control greed, anger, jealousy and other evil qualities. The Shariah has not only prohibited immorality and evil but even anything that may lead to it. Each student has a Tarbiyat book which he is expected to fill in daily and weekly take it home to have it signed by the parent/guardian.

Furthermore, in order to ensure that no child in the Madrasah is misbehaving, your child must immediately inform his Ustaadh if he comes across any issues which requires correction. Students are made to weekly fill in a red book where they may report the under-listed issues as well as other issues with complete confidentiality.

Cell phone

(a) Who has a cell-phone in the Madrasah

(b) Where do they hide it?

Smoking

Who smokes in the Madrasah?

Banned Items

(a) Who has a MP3/MP4?

- (b) Radio or tape recorder?*
- (c) Memory card or flash drive?*
- (d) Charger?*
- (e) Cigarettes or matches/lighter?*
- (f) Any weapon?*
- (g) Sim card?*
- (h) Any other, please specify:*

Cooked food

Who brings cooked/fried food in the Madrasah?

Language

- (a) Who uses vulgar language?*
- (b) Who speaks bad about the Ustaads?*

Who speaks about the following:

- (a) TV programs?*
- (b) Movies/videos?*
- (c) Sports/scores?*
- (d) Girls?*
- (e) Any other, please specify:*

Sleeping Time

- (a) Who plays after lights off?*
- (b) Who disrespects the monitors?*

Vandalism

Who breaks...

- (a) Plants/flowers?*
- (b) Windows?*
- (c) Walking on garden-beds bricks?*
- (d) Doors/locks?*
- (e) Writes on doors?*

- (f) Who troubles/chases or throw stones at the animals?*
- (g) What do they do? (Please circle)*
- (h) Any other:*

Wrong Relations/Bullying etc.

- (a) Is there any wrong/haraam relation taking place in the Madrasah which we are unaware of? Who is involved and what do they do?*
- (b) Who calls you names you dislike?*
- (c) Who steals in the Madrasah?*

Boarding and behaviour

- (a) Name 3 students who you think make the most noise/laugh aloud:*
- (b) Who runs around in the boardings thereby damaging the carpets etc?*
- (c) Any buying, selling and borrowing taking place?*

Work

- (a) Does any Ustaad hit you without a valid reason?*
- (b) Is there anything we can do to improve your work?
Please specify.*

Mess

- (a) Is there any problem in the mess which has to be brought to our attention?*

In the event that a student is uncomfortable with giving a written report , he could request a private meeting with the principal.

The above system is meant to protect your child from bad influences. We must stress that we are extremely cautious and

are meticulous in verifying any information forwarded before we pursue any action. In order to ensure that no undue advantage is taken, complaints are only valid for seven days.

This system has been proven to be extremely beneficial in assisting us to protect innocent students. Alhamdulillah!

14. AFFORDABILITY BASED “FEES”

The difference between compulsory fees and contributions is that if someone does not pay their fees, they get expelled.

Alhamdulillah, charging “fees” has never been the Madrasah’s policy as the Holy Qur’aan is priceless. May Allah Azza Wajal always keep us on the path of Ikhlaas (Ameen).

“Fees” are forwarded by parents for looking after the welfare of their child. Kindly inform us when fees are paid and for which month/s it is. We will endeavour to send a WhatsApp notification when cash fees are received, Insha-Allah.

The Madrasah is a private institution and not a public one. It does not send any agents etc. for collections. Only sincere and unconditional donations will be accepted.

Due to the different income groups of parents, parents have been given an option to contribute whatever they can **consistently** and comfortably afford for twelve months.

No parent should undergo stress if they are unable to

contribute any monies. More important than all the money in the world is that the student be successful in his quest for 'Ilm.

The Madrasah banking details for all the accounts are as follows:

Standard Bank -- Meyerton -- Branch code: 01 45 37

Name: Madrassah Ashraful Uloom

Account no: 302 217 401 (Specify: "Fees"/Zakaat/Lillah)

Name: Jamiat Gauteng: **Account no:** 302 217 959 (Zakaat)

Name: Jamiat Gauteng: **Account no:** 302 217 967 (Lillah)

It is important to make an intention of appointing the principal as your unfettered Wakeel in all monetary matters including Zakaat, Lillah and Qurbani etc.

The Madrassah only uses Qurbani meat and not Sadqah meat for the students.

When sending money via EFT, kindly ensure that the student's initials, surname and the relevant month are all used as the reference. Eg. M Patel Jan

This means that fees for Moosa Patel (the student) has been paid for January.

In the event a student is expelled or leaves the Madrasah, it is the right of the parent to claim any outstanding advanced amount that were forwarded to the Madrassah.

Similarly, parents are free to forward a proportionate amount in the event that their child commenced classes in the middle of the month etc.

Under no circumstances should Zakaat, Lillah or Sadqah be given to any of the Ustadhs, staff or workers, neither should any trade be conducted with them as this leads to a lot of unwarranted complications.

Any parent wishing to give some monetary gift to the Ustadhs should do so ONLY via the Principal. The Principal will distribute it amongst the Ustadhs.

15. BANNED ITEMS

The following items are strictly banned:

Magazines, recorders, cell phones, playing-cards, *soft drinks* of any brand, tin foods, sprays, **alcohol-containing roll-ons**, knives, balls, board games, etc.

If any of the above are found on a student, it will be **confiscated**. Absolutely NO COOKED FOOD OR TAKE AWAY FOOD IS ALLOWED due to hygiene reasons.

16. HYGIENE

All bathrooms, toilets and Wudhu Khanas are cleaned twice daily. To ensure a high standard of hygiene, we have a special worker dedicated to carrying out only this task. The kitchen is fumigated thrice a year. Deep cleaning of all carpets is done twice a year. To prevent pest infestations, we don't allow cooked food in the boardings.

17. LAUNDRY

Students are expected to do their own laundry at home. Only in cases where students are unable to do their own laundry due to staying in on the weekends or some other reason, will their clothing be washed at the Madrasah.

Each student is responsible for his own personal belongings. **Unclaimed or discarded clothing or shoes etc. will be given away as charity if not claimed within three months.** Parents are expected to label all clothing of students clearly. Some students are very careless and leave their clothing around and thereafter complain at home that someone stole their clothing. Because of this, we have a register to ensure that each student collects his clothing.

18. BOARDING AND SLEEPING

All boardings have an appointed supervisor to ensure that students go to sleep on time. It is extremely vital to respect

the sleeping times and not to disturb the sleep of other students. The Madrasah reserves the right to change a student's bed/boarding if necessary. Though we try our best to ensure that all cupboards etc. are maintained, it may be that the drawers etc. are not perfect.

19. SICKNESS

In the event that any student feels unwell, he should report to the office at any of the following times:

- a) 15 minutes commencing when after Fajr classes start.
- b) 15 minutes commencing when afternoon classes start.
- c) 15 minutes commencing when after Maghrib classes start, Insha-Allah.

He should bring along his own:

- Honey
- Alcohol-free cough syrup
- Medlemon
- Alcohol-free throat lozenges
- Towel for steaming

If he has a fever (high temperature which will be checked with a reliable thermometer) or low blood pressure, he may receive permission to rest in the sick room.

After treating a child with natural remedies, if he does not get better, the Madrasah may take him to a doctor with his parents' permission.

In the event that a student gets sick at home and is unable to attend Madrasah, **the parent should notify his son's Ustaadh.** Updating the class Ustaadh about the student's health is of utmost importance. The class Ustaadh's contact details will be forwarded to the parent, Insha Allah.

20. CHANGING OF CLASSES

If a need arises, students may be placed in another class during the course of the year. Sometimes they need a change in order to perform better. Generally, students are consulted prior to their class being changed.

21. MENU AND FOOD

It is compulsory for students to be present in the Mess during meals.

The menu is as follows:

Breakfast: Tea, cereals, toast, peanut butter, jam etc. and eggs on Sundays.

Lunch: Akni, kari kitchri, mutton curry and rice, dhal and rice, mutton biryani, steak curry and rice. Spicy rice with chicken for Sunday lunch.

Supper: Spaghetti and mince, baked beans, spaghetti and kebaab, stew/dhal, mutton karai. Chip roll with polony/sausages etc. for Saturday supper and chicken karai for Sunday supper.

Salads and fruit are, Alhamdulillah, given regularly. During winter months, hot soup and/or haleem is given.

Due to circumstances, the menu may change at times.

In order to prevent the breeding of cockroaches and other rodents, no student is allowed to eat in his cubicle. Similarly, no student is allowed to bring cooked/fried food from home. Some students bring cooked/fried food from home and greedily store it in their cupboards until it rots and attracts pests. This in turn affects the health of the entire institution. Parents are kindly requested to co-operate in this regard.

22. SNACKS

Whilst we do not mind students bringing some crisps and chocolates etc., it must be in moderation. Three packets of crisps and three fruit juices per week are reasonable. **No tuna, noodles and canned fruit are allowed.**

23. SATURDAYS

Saturdays are very important since all the week's work is accounted for on a Saturday. Parents will receive a WhatsApp message concerning their child's weekly progress. Saturday afternoons are also dedicated to teaching Deeniyaat, Masnoon Duas and Bayaans etc.

24. RECREATION

On Sundays after Zuhr salaah students can go for a walk in a nature conservation area during summer months, Insha-Allah. All activities are suspended during Ramadhaan and adverse weather conditions.

25. BAYAANS

There are, Alhamdulillah, plenty of lectures given to the students in order to make their Imaan stronger. Parents are invited to participate in the Bayaans as well. On Friday the Bayaan commences around 11:50am. On Sundays, the Bayaan is between 11:00am and 12:00pm. All Bayaans are live streamed (see website for livestreaming links).

In the Bayaans, respect is strongly emphasized upon, the love for Jannah is called towards, Jahannam is warned about and the temporary nature of life is explained and obedience unto Allah and His Rasool Sallallahu Alayhi Wasallam is stressed upon. In short, Alhamdulillah, the message of the Holy Qur'aan is explained.

Our greatest fear is NOT that your son does not complete his Hifz! Rather our greatest fear is that he does NOT PRACTICE UPON THE HOLY QUR'AAN for then he is surely doomed.

How many are the Huffaadh not, who, after having obtained Allah's Divine Treasure, and His Glorious Message, destroy it and mutilate it by leading sinful lives!

Wallah! The Holy Qur'aan will either take one to Jannah or to Jahannam. Regarding this, there is no doubt!

IMPORTANT...BEWARE SHAYTAAN!

It is vitally important that parents do not accept any complaints from the child without prior verification. This is extremely important as Shaytaan will seek every possible excuse to break the spirit of the child.

Shaytaan will desperately seek to influence a student:

“The food is too salty, the food is too strong, the food is too oily, the meat has a smell, the food tastes funny... The students are threatening to spy me for nothing, the students are troubling me, the students are making noise, the students are stealing my things, the rules are too strict, the Ustaadh is favouring others, the Ustaadh is picking on me, the Ustaadh is hitting me... etc”.

In certain instances, some of these complaints are valid. However, in the overwhelming majority cases, we find the students making up or overstating the problem as they may want an excuse to leave.

Students should also be alerted NOT TO MIND the business of other students or anything else that may distract them from their studies. Carrying tales is strictly forbidden as well as interfering in the administrative affairs of the institution.

26. COMPLAINTS

If something is disturbing your child, he has numerous avenues to get help. He can approach the principal or his class Ustaadh for assistance. If he is scared, he could write a note, even if it is anonymous.

IN THE EVENT OF ANY PROBLEMS BETWEEN STUDENTS ETC, PARENTS SHOULD CONTACT THE PRINCIPAL DIRECTLY OR THE DEPUTY PRINCIPAL. INSHA-ALLAH, APPROPRIATE STEPS WILL BE TAKEN TO RESOLVE THE ISSUE.

27. SABAQ QUOTA SYSTEM

Every Hifz student is expected to complete a certain amount of work per week. Students who don't complete their quotas are detained for the weekend. This ensures that students progress sustainably.

28. IMTIHAAN OF SABAQ PAARAHs

As far as learning is concerned the following measures have been instituted to get the most out of your child, Insha-Allah:

- Strict weekly sabaq quotas.
- Upon completion of a paarah, the paarah must be given about TEN times before the student is tested by a Qaari Saheb.
- Only 3 mistakes and 3 stucks are allowed in a paarah.
- Upon passing a paarah, parents will be, Insha-Allah, informed of the results of the Imtihaan.

29. IMTIHAAN OF MANZIL PAARAHs

Imtihaan (testing) of Manzil Paaras (dhor) are conducted throughout the year. A roster has been drawn up in this regard.

Together with the testing of Manzil Paarahs, students are also tested on pertinent questions pertaining to the Paarah.

There are 5 areas of testing:

- 1) Meticulous Hifz
- 2) Proper Tajweed
- 3) Tajweed rules
- 4) Students will also be tested on the following questions:

Questions concerning the Paraah									
					Pass		Fail		
What is the first Aayet of this Paarah?									
What is the last Aayet of this Paarah?									
What is the first Aayet of each quarter?									
What is the last Aayet of each quarter?									
How many Rukus in this Paarah? (1)									
How many Surahs in this Paarah? (1)									
Questions concerning the Surahs in this Paarah									
What are the names of the complete Surahs in this Paarah?									
What is the beginning of each Surah in this Paarah?									
What is the ending of each Surah in this Paarah?									
Questions on 6 Mutashaabihaats									
	Paraah	Quarter	Ruku		Paraah	Quarter	Ruku		
1				4					
2				5					
3				6					
Questions Concerning Rukus in this Paarah Tajweed Imtihaan									
First Aayat of each Ruku					Last Aayat of each Ruku				
Passed		Failed			Passed		Failed		

30. SYLLABUS

The Madrasah syllabus consists of the following subjects:

QURAAN SHAREEF	TAJWEED	SUNNATS
Hifz	31 Tajweed Rules	<p><i>There are over 100 practical Sunnats which are monitored and filled in daily by the students, Alhamdulillah</i></p>
Spot Checking	Miftaahut-Tajweed (Practical examples with exercises) Simple Rules of Tajweed	
Paraah Questions? (Approximately 75 questions per Paarah.)	Correct Tajweed of 115 common Words in the Holy Qur'aan	
(+2250 for the entire Qur'aan Shareef)	Qiraat 30 th Juz	

WUDHU AND SALAAH	MASAAÍL AND SUNNATS	ISLAMIC SUBJECTS
Wudhu theory with meaning of Duaas	Basic Fiqh Parts 1,2 and 3	Basic Aqaaid
Practical Wudhu	95 Sunnats (theory component)	Tuhfatush Shabaab (Masaa-il and guidelines for young males)
Salaah theory with translation	105 Masnoon Du'aas	Ahaadeeth Wal Akhlaaq (40 Ahaadeeth with explanation and relevant Islamic stories.
Practical Salaah	Tarbiyat and Adab	

31. COMPLETION OF HIFZ

No student is allowed to complete his Hifz until his work is extremely Pakka. Sabaq will be stopped when a student completes 29 and three quarter Paarahs.

Whenever the student completes thorough Dhor of the above Paarahs, only then will he be allowed to complete his Hifz.

Procedure for students who are completing their Hifz:

1. The student must complete 1 round of Dhor by his Ustaadh.
2. The student must recite the entire Qur'aan Shareef in TWO DAYS.
3. Completion of Hifz is done on a Sunday in Ramadaan Mubarak or on a Saturday afternoon when Madrassah closes. No cards, videos etc. should be made on the occasion of completion of the Hifz. The completion must be simple and done solely and only for Allah Ta'ala's Pleasure.

32. MAJOR OFFENSES

The following are major offenses and may warrant immediate expulsion:

- 1) Smoking, vaping, etc.
- 2) Possession of cigarettes, vaping devices, etc.
- 3) Possession of a cellphone. Cellphones are confiscated and destroyed.
- 4) Trimming the beard less than a fist length or shaving of the beard.

- 5) Speaking about girls, television, films, etc.
- 6) Swearing and vulgar language.
- 7) Disrespecting/mocking any Ustaadh/supervisor.
- 8) Writing behind the toilet doors, on the desks, etc.

NOTE: The Madrasah reserves the right to conduct searches and take a blood test or any other test of any student to check if anyone is smoking, etc.

33. LATE-COMING

Late-coming without a valid reason is not acceptable.

In the unforeseen event that your son is delayed due to unforeseen traffic, etc. please notify his Ustaadh.

In the event that there are frequent traffic delays, parents should make arrangements to leave earlier.

34. SLEEPING TIME

The Madrasah adopts a strict system during the sleeping times in order to ensure that all students get a full and refreshing sleep which will enable them to learn with proper focus and concentration, Insha-Allah. No student will be allowed to play, be out of the boarding, use a torch, rummage in his cupboard/bag, talk to another student, make noises, etc. All students must compulsorily be in their boarding and in their bed sleeping time. If you cannot fall asleep, you have an

opportunity to make silent zikr/tilaawat of the Qur'aan Shareef. Students contravening this rule may be detained on the weekend.

35. UNDERPERFORMANCE

The Madrasah has a system where each student is given a weekly sabaq and dhor quota which he is required to complete. In the event that he fails to complete the quota, he may be detained on the weekend to complete his quota. In the unfortunate event that a student regularly fails to complete his quota and the Madrasah feels that he is not making real progress, he may be asked to look for another institution to further his studies.

36. REPORTS

Reports are not based only upon knowing one's work, but also upon how much a student practices upon the Qur'aan Shareef.

A sample of the report is hereby reproduced hereby:

WUDHU			SUNNATS			
<i>"O you who believe! When you intend to offer As-Salaat (the prayer), wash..."</i>			<i>Say: "If you love Allah, then follow me, (in return) ALLAH will Love You and forgive your sins..."</i>			
Wastage of water			95 Daily Sunnats	Amount	Total	Student
Miswaak			Awakening Sunnats	6 x 2	12	
Wudhu Practical Imtihaan			Bathroom Sunnats	11 x 5	55	
SALAAH			Dressing Sunnats	8	8	
<i>"Guard strictly the Salah, especially the middle Salah. And stand before Allah with obedience."</i>			Wudhu Sunnats	16 x 4	64	
Salaah	First Saff	Takbeer Ulaa	Azaan Sunnats	3 x 5	15	
Fajr			Masjid Sunnats	7 x 5	35	
Zuhr			Morning Masnoon Du'as for protection	8	8	
Asr			Entering/Leaving Home or boarding	4 x 4	16	
Maghrib			Eating Sunnats	14 x 3	42	
Esha			After Maghrib Du'as for protection	8	8	
Ishraaq			Sleeping Sunnats	10 x 2	20	
Chaasht (Duhaa)			Total		283	
Awaabeen			Masnoon Du'as Test		105	
Tahajjud			Grand Total		388	
Tahiyyatul Masjid			ONE WHO DOES NOT FOLLOW THE SUNNAH, WILL NEVER BE LOVED BY ALLAH TAA'LA!			
Practical Salaah Test						

Success is not wealth...success is not status.

The Holy Qur'aan says that:

***"Verily those who cleanse their souls, are indeed successful.
And verily those who soil their souls are doomed" (Surah
Shams)***

TARBIYAT

*"Indeed he succeeds who purifies his own
self"*

Punctuality in returning
after long weekends

Masjid behavior

Roll call attendance

Meals attendance

Sleeping time behavior

Bayaan attentiveness

CONDUCT

*"and to parents do good and to relatives,
orphans, and the needy. And speak to
people good [words] ..."*

Respect for Ustaadh

Respect for Students

Kind Speech

CLEANLINESS

*"And purify your garments! And keep
away from uncleanness!"*

Personal Hygiene

Room cleanliness

Cupboard Neatness

Quraan Neatness

TASBEEH

*"O you who believe! Remember Allah with
MUCH remembrance."!*

3rd Kalima

Durood Shareef

Istighfaar

99 Names of Allah Ta'ala

***"Remember Allah and Allah will
remember you..." (Surah Baqarah)***

Symbols

A – Excellent

B – Very Good

C – Fair

D – Needs to improve

The above rules and regulations are subject to change without prior notice as per the needs and requirements of the Madrasah and in the best interests of the students.

HOW PARENTS CAN ASSIST...

1. Give up television.
2. Set a practical example especially with regards to Salaah, Sunnah appearance, respecting Hijaab, obeying the Divine commands e.g. avoiding unnecessary intermingling, abstaining from photography, exercising huge caution and ensuring that the family is only consuming that which is 100% Halaal.
3. Purchasing only clothing that conforms to the Sunnah and ensuring that your child does not wear clothing that has any Unislamic slogans, Unislamic logos, pictures of animate objects, etc. Students are only allowed to wear plain t-shirts under their kurtas. Socks and jackets should not be neon/multi-coloured nor should it bear bold/large logos. Any clothing found which does not conform to the above may be confiscated.
4. Furthermore, assisting the Madrasah by searching his bags, etc. on Sunday before he leaves for Madrasah. Roll-on deodorants should be alcohol free. Alcohol based deodorants will be confiscated. Sweets and chocolates should be halaal without any alcohol and without gelatine which are not plant/fish based, etc. Soft drinks are not permitted. Any of the above found may be confiscated. The search will only take five minutes but will ensure that he does not attempt to smuggle in any prohibited items.

**Rasulullah Sallallaahu Alayhi Wa Sallam
has stated:**

“When a person dies his deeds come to an end except from three sources: Sadaqa-e-Jaariyah (perpetually recurring Sadaqah). Knowledge (passed on) from which benefit is derived, or a pious child who makes Dua.”

The Qabr awaits us all! It is at the crucial time of Maut when we will truly appreciate the effort and the sacrifices we made to impart Deen to our children, Insha-Allah. May Allah Ta’ala make all our children pious. Ameen

Parents can refer to our websites:

www.thejamiat.co.za

www.ummatis.co.za

Alhamdulillah, there are ample Bayaans and articles available on the above websites regarding the Divine Shari’ah, the Noble Sunnah of beloved Master Nabi Sallallahu Alayhi Wa Sallam and the Tareeqah of our Akaabireen/Pious Predecessors (Rahmatullahi Alayhim). Insha-Allah, by referring to the above websites, you will have a good idea regarding the ethos of our institution.

SUMMARY:

1. **CORRECT INTENTION** – Learn only for the pleasure of Allah Ta’ala NOT for name, fame and money/prizes.
2. **SUNNAH APPEARANCE AND DRESS CODE** – Dress neatly with plain, simple clothing with no logos, etc.
3. **PUNCTUALITY** – Must always be punctual and on time be it at Madrasah or when returning to Madrasah after weekends/holidays and for roll calls.
4. **RESPECT** – Always respect the staff and fellow students. Don’t be rude or use vulgar language.
5. **DISCIPLINE** – Do what needs to be done at the right time and don’t do what’s not allowed. Don’t try to bypass the rules by making your own plans.
6. **ABSTAIN FROM SIN AND MAJOR OFFENCES** – Smoking/vaping, trimming the beard, possessing a cellphone, talking about movies/videos/sports, girls, etc. may warrant immediate expulsion. The Madrasah is not a club where your parents have sent you to socialise and a place where you come and advertise and celebrate your sins.
7. **DON’T CAUSE TAKLEEF (INCONVENIENCE) TO OTHERS** – Be it by making noise whilst others are sleeping or hiding their belongings, not bathing on your allotted time, using the things of other students without permission, delaying the lift club, etc. You will have to learn how to take responsibility for your carelessness. Don’t expect others to clean up your mess, feel you sorry and pity you.
8. **INCULCATE THE SUNNAH** – Make the Sunnah your lifestyle in everything, from eating to sleeping, drinking, going to the bathroom, clipping nails, making miswaak, entering/leaving the Masjid, wearing your clothing/shoes, etc.
9. **CONCLUSION** – Only come here if you are absolutely dedicated to practice on the Holy Qur’aan and to follow the Sunnah of Nabi Sallallahu Alayhi Wasallam. **Commitment and focusing on your work and character is everything.**