

Garden of the Sahaba Academy

Sunday School

Registration Form & Fee Schedule

September 14th through December 21st

The Garden of the Sahaba Academy invites children, ages 4-14, for levels kindergarten to 7th grade to attend a Sunday Islamic School from 10:00 am to 1:30 p.m. The program encompasses teaching of Islamic Studies, Sirah, Quran, Islamic mannerism, and Arabic language. A onetime registration fee is required for each child. For the 1st child in the family, the fee is \$50.00; for a second child the fee is \$35.00; for a third child or more children the fee is \$25.00. The semester fee of \$240 may be paid in installments of \$60.00 each month. A voided check or valid credit/debit card is required for direct debit/charge by the 5th of each month. Each child is required to purchase a set of books the prices vary depending on the grade level (budget about \$35- \$50 for each student.). Applications must be returned to the Administrative Office, Garden of the Sahaba Academy. Financial aid may be available on an As Need Basis. Inshallah no child will be left out for financial reasons. Please attach proof of financial inability (e.g. current pay stub) with your child/children's application.

Please complete this registration form by typing or printing the required information:

Student's Name	Age	Date of Birth
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Student's Name	Age	Date of Birth
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Student's Name	Age	Date of Birth
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Address	City	State	Zip Code
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Home Phone Number	Work Phone Number	Cellular Phone	Pager Number
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Emergency Contact Person(s):

Primary	_____	Phone Number	_____
Secondary	_____	Phone Number	_____
Other	_____	Phone Number	_____

If any student's has any medical problems of which the supervisor/staff should be aware, please list:

I have received a copy, read, and understand the Rules and Policies as set forth by the Garden of the Sahaba Academy. Please print, sign and date.

NAME	SIGNATURE	DATE
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Waiver and Release

Please read this form carefully and be aware that when registering your minor child/ward for participation in the Garden of the Sahaba Academy Sunday School, you will be waiving and releasing all claims for injuries your minor child/ward might sustain arising out of the Garden of the Sahaba Academy programs. Please list any previous injuries, conditions or special needs about which the staff should be aware.

Previous injuries, medications, conditions or special needs:

Comprehensive Waiver and Release:

As the parent/guardian of a minor child, I recognize that there are inherent risks in all activities and programs in which a child participates. I agree to assume the full risk of any injuries, damages or loss regardless of severity that my minor child/ward may sustain as a result of participating in any and all activities connected with or associated with such program(s). I agree to waive and relinquish all claims my minor child/ward or I may have as a result of participating in the program against the Garden of the Sahaba Academy and their officers, agents, servants and employees. I do hereby fully release and discharge the Garden of the Sahaba Academy and their officers, agents and employees from any and all claims from injuries, damages or loss which my minor child/ward or I may have or occurred to me or my minor child/ward arising out of, connected with, or in any way associated with, the activities or the program(s), to include all claims arising out of, connected with or in any way associated with the activities of the transportation service, including but not limited to boarding, exiting and transporting. In the event of any emergency, I authorize the Garden of the Sahaba Academy employees/ agents/ officers/ supervisors/ servants to secure from any licensed hospital, physician and/or medical personnel any treatment deemed necessary for my minor child's/ward's immediate care and agree that I will be responsible for payment of any and all medical services rendered. On-line and fax waiver signatures received for program registration are considered as good as an original document for legal purposes. I have read and fully understand the above program details, waiver and release of all claims and permission to secure treatment and execute this waiver and with all releases voluntarily.

Parent/Guardian Signature: _____ Date: _____

Photo Release:

I hereby acknowledge that photos may be taken I grant permission for my own or for my child/ward's photo to be used for publicity related to any Garden of the Sahaba Academy programs and/or activities:

Parent/Guardian Signature: _____ Date: _____

Behavior Policy Acknowledgement and Release:

While every effort will be made by staff to work with my child's/ward's behavior, should any behavior threaten the safety of the staff or other students, I understand my child can be dismissed at the recommendations of the staff or the imam.

Parent/Guardian Signature: _____ Date: _____

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Dress Code

All students must wear appropriate clothing. Girls over 10 years old are required to wear hijab. Tight fitting clothing including but not limited to tight skirts, pants and shirts is not acceptable. Students are required to purchase a white tea shirt with the school's emblem.

I have read and understand the Sunday school Rules and Policies as set forth by the Garden of the Sahaba Academy:

Please print:

Student's Name _____
Mother's Name _____
Father's Name _____
Guardian's Name _____
Guardian's Relationship _____

Parent or Guardian Signature _____ Date

Supervisor Signature _____ Date

Contact Information

A child will be released to a custodial parent or legal guardian, or the person(s) listed below only:

Name of Authorized Person(s)	Telephone numbers
1. _____	
2. _____	
3. _____	

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The Garden of the Sahaba Academy welcomes your child to our Sunday school, designed for four (4) year olds up to & including fourteen (14) year olds.

Paperwork: *All students must be registered before participation is allowed.* It is the responsibility of the parent/guardian to keep addresses, telephone numbers including cell phone numbers, emergency contact people and designated pick up people, records up to date. PLEASE KEEP US INFORMED OF ANY CHANGES.

Program Hours: The hours are 10:00AM to 1:30PM, every Sunday. Student/s transportation to and from the Garden of the Sahaba Academy is the responsibility of the parent/guardian.

DO NOT LEAVE STUDENTS BEFORE THE PROGRAM BEGINS. STUDENT/S MUST BE PICKED UP PROMPTLY AT THE CLOSE OF THE PROGRAM. FAILURE TO PICK UP STUDENT/S PROMPTLY AT THE CLOSE OF THE PROGRAM WILL RESULT IN A LATE FEE. Repeated offenses may LEAD TO THE DISMISSAL OF THE CHILD FROM THE PROGRAM.

Late Fee: The School closes at 1:30 PM. You are considered late at 1:36 PM. There is a \$1.00 per minute per student late fee applicable at 1:36 PM and payable in cash or money order within 24 hours. We do not intend to be harsh with any parent or guardian on this policy.

Sign/In-Sign/Out: Students must be signed in and out by parent/guardian, or the designated persons on the contact information.

Program: The Sunday School's Staff will balance planned and structured educational activities suitable to the various age groups. A recess of fifteen minutes will be incorporated in the program.

Home work and Attendance: It is the responsibility of the student and his/her parents/guardian to make sure that:

- The child comes on time
- The child studies his/her subjects
- The child does his/her homework

Lunch: Make sure you provide for your child a nutritious lunch including drink

Sunday School Rules: The following are some of the rules that must be observed by all students. Violation of the rules is ground for disciplinary actions and possible suspensions or dismissal.

1. Apply your P.H.D. Be polite, honest, and disciplined
2. Respect others' feelings.
3. Respect your teachers and follow their instructions
4. Wear proper attire (Hijaab for girls over 10 years old)
5. Do not scream or yell
6. Do not fight with other students
7. Do not swear
8. You must attend your scheduled classes
9. Clean after yourself
10. Put games and toys away properly when finished
11. Do not bring toys from home

Disciplinary Actions: A student who breaks the rules will be given an offence for each time he/she breaks the rules. Receiving an offence is ground for disciplinary action such as extra homework, time out, suspension from contests and recess, cleaning duties inside the Masjid, dismissal from the program. If a child accumulates 20 offences he or she will be dismissed from the program.

NOTE: Fighting or injuring another person may result in the immediate dismissal of your child. Please remember, every effort will be made to keep your child in the program. Your reinforcement of these rules is vital to the success of the program.

Accidents: The following procedure will be followed in the event your child is injured while participating in the Sunday school.

The supervisor will immediately assess the injury. The supervisor will only administer first aid in cleaning and applying bandages to minor bruises and cuts. Ice packs will be applied to small bumps. Fire/Rescue will be called (911) for further assessment and treatment.

Parent/Guardian will be notified (make sure the supervisor always has an updated emergency telephone number or cell phone number).

Disposition of the case will be determined by the parent unless there is life or death circumstances in which case the child will be transported by EVAC to the nearest hospital.

Supervisor will fill out proper paperwork.

Medication: Supervisor and staff are NOT permitted to administer medication(s) of ANY kind. Parent or guardian is responsible for administering medication prior to school and if absolutely required during the school. Medication will not be stored on the school premises.

IF YOU HAVE ANY QUESTIONS OR NEED ADDITIONAL INFORMATION PLEASE Contact us at info@assahaba.org