



SOUTHAMPTON ISLAMIC PRIMARY SCHOOL

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1st September 2017 / 1437 AH

Dear Parent(s), السلام عليكم

I pray to Allah Subhanahu Wa Ta'ala that this letter finds you with strong Imaan and good health. Ameen

Mabruk on your decision to send your child to Fitrah Southampton Islamic Primary School for the academic year 2017/18!

May your decision be accepted in the Court of Allah Subhanahu Wa Ta'ala and become a means for your child fulfilling their potential and achieving true success in this life and the Hereafter insha'Allah. Ameen

I am writing with some basic information concerning:

- School uniform requirements
- School calendar for 2017/18
- School timetable
- Lunch requirements
- Staffing team
- School fees
- Attendance
- Appointments

School uniform requirements

Most school uniform items can be purchased from Asda, Tesco, John Lewis etc. as well as Islamic clothing outlets for other items listed. However, the following items must be purchased from our supplier, Skoolkit:

- Boys white short-sleeved polo-shirt (With logo) - this item is to be worn if your son does not wear the school sweatshirt
- Boys navy sweatshirt (With logo)
- Girls navy pinafore (With logo)
- PE bag (With logo)

Please go to the Skoolkit website, which is to be found at www.skoolkit.co.uk and type the word Fitrah in the 'Find your school' tab. All four compulsory items listed above can be purchased (on-line orders only) with express delivery. Our advice to parents is always order at least the size above that your child would normally wear to ensure that it can last over the course of the year...some pupils have been known to have ordered two sizes up masha'Allah, so we leave this at your discretion!

When you go to any of the four items listed on the Skoolkit website there is a useful sizing guide to base your purchasing decisions on insha'Allah. It is also to be found at the bottom of each page of their website.

Please be aware that the school has had a slight change in uniform - this being PE tops must now be blue (any shade of blue is permissible and must be crew neck) No collars.

The complete uniform requirements are summarised below:

| BOYS | GIRLS |
|---|--|
| <p style="text-align: center;">DAY WEAR COMPULSORY</p> <ul style="list-style-type: none"> • White polo-shirt (from Skoolkit) with logo (without logo is permissible so long as the polo shirt is worn with sweatshirt with visible logo) • Navy sweatshirt (from Skoolkit) with logo • Navy trousers • Plain black or navy socks • Black school shoes (not trainers) • White prayer cap/topi | <p style="text-align: center;">DAY WEAR - COMPULSORY</p> <ul style="list-style-type: none"> • Pinafore (from Skoolkit) with logo • White full-sleeve blouse or long sleeve shirt/t-shirt • Navy trousers • Plain white scarf (khimar) – must be one-piece • Plain black or navy socks • Black shoes (flat heel) Not trainers • No tights |
| <p style="text-align: center;">DAY WEAR – COMPULSORY FOR FRIDAYS ONLY</p> <ul style="list-style-type: none"> • White khamees • Plain colour trousers / tracksuit bottoms • White socks • White prayer cap/topi | <p style="text-align: center;">DAY WEAR – COMPULSORY FOR FRIDAYS ONLY</p> <ul style="list-style-type: none"> • Plain (any) colour jilbaab / abaaya OR dress that falls below the knees with any colour scarf and socks • must be a one-piece scarf • No jewellery • No tights |
| <p style="text-align: center;">PE KIT – COMPULSORY FOR BOYS</p> <ul style="list-style-type: none"> • Plain any shade of blue t-shirt (crew neck) no collar • Black tracksuit bottoms • White socks • Trainers • PE bag (from Skoolkit) | <p style="text-align: center;">PE KIT – COMPULSORY FOR GIRLS</p> <ul style="list-style-type: none"> • Plain any shade of blue, loose long-sleeve t-shirt (No collar) • Black tracksuit • White socks • Trainers • PE bag (from Skoolkit) • NO LEGGINGS/ tight fitted clothes, No tights |
| <p>SWIMMING KIT</p> <p>Parents shall be informed of swimming uniform towards the end of the Autumn term. However you may wish to look at all-in-one Muslimah swimsuits for girls in advance, swim caps and long board shorts for boy - (up to the knee)</p> | |

Please note that no jewellery is allowed except for small studs on girls and a watch (watches that distract pupil / or have alarms that disturb pupil learning are not allowed). No chewing gum allowed on site either. No mobile phones for children.

Years 3/4/5/6 pupils must not wear PE kits to school - they must be in full clean school uniform every day of the week except for Fridays when we have Friday school uniform. Infants have the option of wearing PE kits to school on their PE day.

ALL ITEMS OF CLOTHING MUST BE LABELED WITH YOUR CHILDS NAME - Please make sure you check name tags as they can disappear after a few washes. The school is not responsible for any item of clothing left in the building over night.

Dates for new academic year 2017/18

The school calendar dates have not changed - all new parents should have received a school calendar within the school enrollment pack and all returning pupils should still have the school calendar given in the last academic year. Please inform the school if you do not have a copy of the 2017/18 academic calendar.

School timetable

Insha'Allah school doors will open at 0825 and registration will be at 0830 prompt.

Note: During the entire month of Ramadan 2018 Fitrah School will InshaAllah open its doors at 9:25 prompt - Monday-Friday (an hour later than usual) closing time will be as normal - 4pm.

Please note:

- Multiple late arrivals on a regular basis to registration will be fined so please ensure your child is in school by 0825 latest
- Pupils arriving after register closing will be marked as unauthorised - affecting their school attendance. Any queries regarding this please contact the school directly.
- We no longer authorise holiday during term time – any leave taken during term time will be classified as unauthorised, unless in exceptional circumstances, and a substantive fine will be payable to the school
- You must inform the school immediately if your child cannot make it into school
- Any absences will be marked as authorised or unauthorised at the discretion of the school management
- Please avoid making medical appointments during school hours, unless absolutely necessary. Please try to utilise Friday afternoons for appointments.

The broad timetable is as follows:

| <u>Typical school schedule example</u> | <u>Typical school schedule example</u> <u>Quran & Arabic days</u> |
|--|--|
| 08:25 – Doors open | 08:25 – Doors open |
| 08:30 – Registration / toilet break | 08:30 – Registration / toilet break |
| 08:35 – Morning tasks | 08:35 – Lesson 1 |
| 09:00 – Lesson 1 | 09:20 – Lesson 2 |
| 10:15 – Morning snack/ toilet break | 10:15 – Morning snack / toilet break |
| 10:30 – Lesson 2 | 10:30 – Lesson 3 |
| 11:15 – Lesson3 | 11:15 – Lesson 4 |
| 12:00 – Lunch / toilet break | 12:00 – Lunch / toilet break |
| 13:00 – Toilet break/ Wudu / Salaat | 13:00 – Toilet break/ Wudu / Salaat |
| 13:35 – Registration / Lesson 4 | 13:35 – Registration / Lesson 5 |
| 14:50 – Afternoon snack / toilet break | 14:50 – Afternoon snack / toilet break |
| 15:00 – Lesson 5 | 15:00 – Lesson 6 |
| 16:00 – Home time / toilet break | 16:00 – Home time / toilet break |

Lunch requirements

As for lunchtime, we adopt a healthy lunch approach to encourage all pupils to adopt not just a healthier lifestyle but also to recognize that the body that they have been blessed with is an aamaanah from Allah Subhanahu Wa Ta'ala, which if looked after can improve one's ibaadat, productivity and servitude to Him also insha'Allah.

Some items we also do not allow due to the fact that they may not be safe for consumption by the time pupils are ready for their lunch as well as the fact that due to the heaviness, it might make pupils lazy in the afternoons!

For these reasons, please do not pack the following items either as a snack or lunch:

- Sweets / chocolates / chewing gum
- 'Energy' bars and drinks
- Burgers / chips
- Samosa / pakora / rice / meat / chicken that has not been prepped properly

Dairy-based items, such as cheese and yoghurt, should be consumed by pupils at morning break to avoid them going 'off' by lunchtime.

Lunchboxes and water bottles

These must be brought to school at the start of the day - pupils have snack breaks 3 times a day, inc lunch. Water bottles can be refilled in school.

Encourage your child to have wraps, buns, sandwiches, pasta, couscous, salad with mixed chicken / vegetables.

The school reserves the right to confiscate any foods deemed not of a halal diet - these include yoghurts/puddings with beef/pork gelatin and crisps with flavourings such as pork/bacon, chicken, beef and any confectionary items with the following E numbers: E120, E124.

The following e-Numbers in foods are not recommended and is left to the decision of parents. E102 - tartrazine, E122 - carmoisine, E129 - allura red, E104 - quinoline yellow, E621 - monosodium glutamate, E951 - aspartame, E211 - sodium benzoate, E151 - black PN / brilliant black BN, E133 - brilliant blue FCF, E213 - calcium benzoate.

Staffing team

Alhamdulillah we are blessed to have a small, committed, professional team of teaching staff that remain core to the stability and growth of the school. Details of which are available in the school handbook. They are supported by the school administrators and a pool of dedicated volunteers' and classroom assistants, masha'Allah.

School fees

This has been set at £2400, per child this academic year 2017/18. The school provides stationary but children in years 3,4,5 and 6 will need to bring their own pencil case and pay for any lost or damaged items that the school issues to pupils e.g. homework book, glue sticks, rulers.

Additional costs for school trips and a contribution to PE activities, where done in partnership with Active Nation, will also be sought from you; but these will be nominal amounts. Given that we receive no funding from the Local Education Authority we are doing our utmost to keep costs reasonable for everyone.

School fees can be paid via:

| | |
|--------------|--|
| Cash | Monthly, quarterly or up-front payment in one hit |
| Cheque | Monthly, quarterly or up-front payment in one hit |
| Direct debit | Monthly – direct debit forms available from the school |

Any parents choosing the first option of "cash" will be given a receipt - these will be available for collection within 48 hours of the school receiving payment.

If you already have a direct debit set up from last year please inform your bank to change the amount that is paid to reflect the current school fee.

My sincere request is that you pay your fees at the required schedule and do not fall into arrears as this significantly affects our cash flow.

School attendance / appointments

Fitrah has a attendance target of 95% per pupil, each academic year. Please help support the school in making sure your child arrives on time with the correct uniform and resources. Medical or dental appointments should be made outside of school hours. The school attendance and late fee policy is available through the school for your perusal.

Any parents wishing to get in touch with the school should make an appointment - by calling the following number 023 8057 0849.

TO ALL NEW AND OLD PARENTS OF PUPILS AT FITRAH SCHOOL

As a reminder, please:

- Ensure your child goes to bed early and do not let them watch TV or use the computer / electronic games console before bedtime as it tires the brain
- Whenever possible, spend some time unwinding with a quiet activity before bedtime, for example reading a book, reciting duaa's or surah's. Keep to a daily routine
- Evidence suggests that eating breakfast really does help kids learn. After fasting all night, a developing body (and brain) needs a fresh supply of glucose — or blood sugar. That's the brain's basic fuel. Studies have shown people who have breakfast perform better than those children who have skipped breakfast. Therefore:
 - Encourage your child to have a healthy breakfast – not dinner at breakfast time or lots of sugary snacks! By having a healthy breakfast they can concentrate better, helps them to be more productive and gives them the stamina to last the day insha'Allah
 - Pack healthy snacks for them at break times in the morning and late afternoon – fruit, yoghurt, cheese etc. – all of which helps the body and mind to stay focused, productive and healthy insha'Allah
 - Pack a healthy lunch – the benefits of healthy food have already been set out so please DO NOT pack fried food (samosa, pakora), rice, meat, chicken, pizza, chips, burger etc.
- Keep them active outside of school in some form of recreational / sporting activity

On a final note all pupils must be in correct school uniform by **Monday 2nd October 2017** , when the 1st uniform check will take place. The Friday school uniform check will take place on Friday 6th October 2017. Regular lunchboxes checks will also take place throughout the year. Please remember the school reserves the right to confiscate any foods deemed haram / not suitable for vegetarians - these foods will be returned to you at the end of the school day.

All pupils have received a student handbook - this includes important information including updated Mathletic and ReadingEggs passwords and must be kept in a safe place, to cut down on the use of paper and to help the environment, you will not receive a replacement copy of the student handbook and future letters that go out from the school. E-copies of all letters can be requested.

Further details will be issued to you, but in the meantime do check our website and school Facebook page over the course of the year for more updates and do get in touch if you have any more queries via the school landline or email address (to be found at the top of the letter on the first page).

Jazak'Allah Khair for your cooperation
Wassalam

Admin