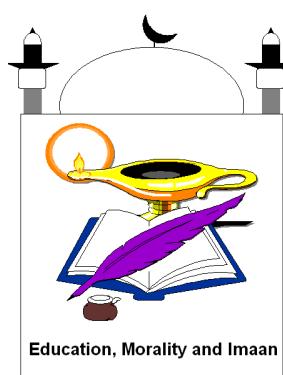


AL FURQAAN

PREPARATORY SCHOOL



**WORKING FOR THE
BETTERMENT OF OUR
CHILDREN'S FUTURE
EDUCATION, MORALITY, AND IMAAN**



BOOKLET FOR PROSPECTIVE PARENTS

www.alfurqaanschool.org

CONTENTS	PAGE
Mission Statement	2
Our Ethos	2
School Background	3
Admission	3
Fairness	4
Pastoral Care	4
Safeguarding Children	4
School Hours	5
School uniform	5
School Fees	5
Attendance	6
Organisation	6
Curriculum	7
Academic Performance and Assessment	8
Assemblies	9
Being Healthy	9
School Photos	10/11
Homework	12
Behavior Initiative and Team Points	13
Educational Visits	14
Nursery	14
Ways of Helping Your Child	14/15
Parental Care-School Starts At Home	16
Policies and Procedures	18

MISSION STATEMENT

Al Furqaan Prep School was founded to provide education, conducted according to Islamic doctrines, for our children. The aim of the institution is to create a school environment which instills in the children love and obedience of the Almighty in accordance with the practices of our beloved Prophet (peace be upon him) and to enable them to benefit from the teachings of the Holy Quran in their daily lives. Al-



Al Furqaan Prep School strives to provide the best Islamic moral guidance in conjunction with quality education to prepare pupils for further education and equip them to live harmoniously and progress in society without losing their Islamic identity.

OUR ETHOS

Education-Morality-Imaan

We aim to provide a comfortable and relaxed environment where all students can study Islam alongside subjects recommended by the National Curriculum.



Our educational program is designed to cultivate respect, honesty, integrity, self-discipline and developing characteristics in individuals which will enable them to make a positive contribution to the wider community.

We try our utmost to ensure all pupils are safe, happy, and healthy and enjoy their learning journey with us. In an establishment where every child matters all students will have an opportunity to develop to their full potential.

SCHOOL BACKGROUND

The Al-Furqaan project was started due to an ever increasing demand for combined Islamic and secular education in our community.

Al-Furqaan School was established in September 1996 by a group of concerned parents and scholars who had for sometime been anxious about the education, the morals and faith of their children. We want to ensure that our future generation adheres to Islamic principles, educating the children within an environment where they are not deprived of practicing their faith whilst having the opportunity to study secular subjects. Not only do we want to develop the Islamic personality in our students so that they will be



able to apply the Qur'an and Sunnah in their lives, but also become leaders of the community with their academic achievements.

Education is a partnership between child, teacher and parent. Consistent cooperation is vital for the well being of each child and we hope for a long and satisfying association shared by all of us. Mothers can contact the female co-coordinators for any queries.

We endeavor to make the school a lively and interesting place where children enjoy learning. By fostering their intellectual, social, emotional, spiritual and physical development, we hope our children will be confident, hard working, responsible and considerate individuals.

ADMISSION

Al-Furqaan Prep School caters for the educational needs of children (both boys and girls) between the ages of 3-11 (nursery, infant and junior years). Our doors are open to all parents / guardians who would like their child to attain a good education within an Islamic environment.

FAIRNESS

The school aims to provide a caring environment, which is secure, stable, consistent and fair. It aims to offer the opportunity for all children to experience success in some form and promotes high standards of tolerance, respect and responsibility within the school. The school believes that the best education takes place in an atmosphere of caring for each student. We develop potential by increasing confidence. Our emphasis is on rewarding progress, recognising achievement and aiming for excellence.

PASTORAL CARE

This is exercised by all members of staff at all times as the school aims to create a family environment where all adults care for all students and students care for each other. Attention is paid to the health and safety of all students and if there are any concerns, parents are notified of any concern immediately.



FIRST AID

Our First Aid Officers are:

KS1: RUXSANA APA, HAFSA APA and TOSLIMA APA

KS2: NAFEESA APA and ZOOVERIA APA

SAFEGUARDING CHILDREN

When recruiting staff all necessary measures are taken for the safeguarding of children and all staff are required to take safeguarding children training.

Our Safeguarding Children Officers are:

Mr. B. Aswat (DSP)

Mr. A.M Rawat. (Deputy DSP)

DSP - Is a senior member of the school's leadership team who is designated to take lead responsibility for dealing with safeguarding issues.

SCHOOL HOURS

The school hours are as follows:

8.30 a.m. to 2.15 p.m. Monday -Thursday

8.30 a.m. to 11.45 a.m. Friday

The Nursery hours are as follows:

8.30 a.m. to 11.30 am Monday -Friday



SCHOOL UNIFORM

All children are required to wear full school uniform. The material for the uniform is available from the school at a reasonable price. Information on uniform requirements are available from the school. All items of clothing and equipment must be clearly named, as this will enable us to return lost property to the child concerned.

For boys: *Navy blue Kurta/Kafni; shalwar, white topee/hat; and a plain blue or black sweater/cardigan, hair must be short and cut to one size.*

For girls: *Dark green Ankle length jubbah / abaya, shalwar, white burkhi / scarf, plain black or green sweater / cardigan. No scarf pins.*

Black Pumps: These must be worn indoors at all times.

N.B: Please label all items clearly.

PE Kit:

For Boys: White t-shirt, black tracksuit bottoms and a pair of outdoor trainers.

For Girls: White long sleeved knee length dress, black tracksuit bottoms and a pair of outdoor trainers.

SCHOOL FEES

There is an admission fee of £30.00 for each child. The annual fee per child is £745, which can be paid, in one payment or three instalments at the beginning of each term

Nursery Fees - The Nursery is free for children who are aged 3+.

ATTENDANCE

Punctual attendance is encouraged by the school at all times as it will keep pupils in line with fellow pupils in their work. Regular absence from school can affect the child's social and educational development.



Permission for absence should be obtained beforehand but in the case of illness school must be notified before 9.00a.m.

As far as possible all appointments should be made out of school hours.

ORGANISATION

Daily Routine:

KS1

8.30 - 9.00	Reading/Registration/Duas
9.00 - 9.15	PSHE (Taleem)
9.15 - 10.15	Lesson 1
10.15 - 10.30	Mid morning Break
10.30 – 11.25	Lesson two
11.25 – 12.00	Lunch time
12.00 – 12.45	Lesson three
12.45 – 1.30	Lesson four
1.30 – 2.15	Lesson Five

KS2

8.30 - 9.00	Reading and Registration
9.00 – 9.15	PSHE (Taleem)
9.15 – 10.15	Lesson one
10.15 – 10.30	Mid morning break
10.30 – 11.25	Lesson two
11.25 – 12.00	Lunch time
12.00 – 1.10	Lesson three
1.10 – 2.00	Lesson four
2.00 – 2.15	Namaaz time

There are nine classes. Reception to Year 4 is mixed classes for both boys and girls. In Years 5 and 6 girls and boys are taught in separate classes (making the class sizes in these years much smaller)

CURRICULUM

The following subject areas are covered at KS1 & KS2.

- Literacy (English)
- Numeracy (Maths)
- Science
- Geography
- History
- ICT (Information Communication Technology)
- Arabic Language
- Religious Education
- Art
- Physical Education
- Citizenship / PSHE
- Islamic Studies
- DT

Special emphasis is placed on individual development in all subjects but particularly in literacy and numeracy. Children are taught using a variety of teaching strategies, which include whole class, group and individual teaching.

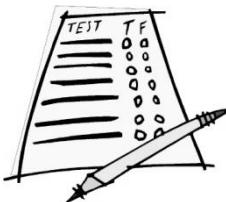


The children are assessed regularly. If there are any concerns about a Childs social or academic development then the school will make immediate contact with parents.

Please note that the school provides all educational material.

ACADEMIC PERFORMANCE AND ASSESSMENT

Children are regularly assessed in reading, writing and mathematics. The results of the assessments inform future planning. Targets are set each term and each child's progress is tracked to ensure these targets are met.



As an independent school, Al-Furqaan is not required to take the SATs. However, we prepare our students for these exams at the end of KS1 (Year 2) and KS2 (Year 6) to ensure scrutiny of our educational standards. The SATs results are a good way of measuring our performance in relation to other schools, locally and nationally. Children are also tested in English and Mathematics at the end of Year 3, 4 and 5 to enable teachers to provide a summative report on pupil's progress throughout the academic year.

KS2 SATS RESULTS:

Percentage of children achieving Level 4.

	2012 AFPS	2012 Kirkles average	2013 AFPS	2013 Kirkles average	2014 AFPS	2014 Kirkles average
English	89%	81%	83%	80%	61%	85%
Maths	89% 66% were graded at Level 6	78%	100%	79%	83%	77%



Student reports are issued annually, where parents are notified of their child's progress. Any issues arising from the report can be discussed with the appropriate class teacher, key stage co-ordinator or Headteacher.

ASSEMBLY

The aim and purpose of school assembly is:

- To impart Islamic values through the teaching of Ahaadith
- To provide an opportunity for the whole school to share and reflect upon spiritual and moral values.
- To promote the school ethos and to reinforce positive attitudes.
- To encourage participation and response.
- To develop a sense of community spirit and understanding of other religions and cultures.
- To develop a sense of identity and self esteem.

Children participate by reciting prayers, performing nasheeds and doing class presentations.

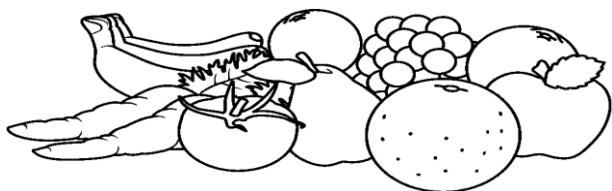
The school also holds two Jalsas (open days) for parents to attend. Parents will be notified of the dates of the open day in due course.

BEING HEALTHY

Healthy Eating Initiative.

To encourage and adopt healthy eating practices children are allowed to only eat fruit, vegetables, cheese or yoghurt at break times.

Parents are encouraged to send a healthy packed lunch (child portion). If a treat has been included please ensure it is one small treat.



Children have access to and are encouraged to drink water throughout the day. Please make sure your child has a clean, labelled

water bottle with a sports top.

YEAR 3 CLASSROOM



LIBRARY



ICT ROOM

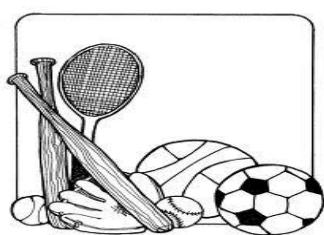


YEAR 2 CLASSROOM



Active Breaks:

We have two play areas and a staggered break time.



This allows us to derive maximum benefit from the space available.

Children are encouraged to be active at playtime and have access to play equipment e.g. footballs, skipping ropes, tennis balls etc.

HOMEWORK

Homework is regarded as an important means of reinforcing work studied at school as well as a means of encouraging self-discipline. It is expected that each parent will encourage and support their child and ensure that a quiet place of study is made available at home for their homework. Parents are also advised to check their child's homework is completed on time.

All adults should remember that praise of good work and effort, rather than undue pressure, is vital and will spur children of all ages to learn more and achieve success.

BEHAVIOUR INITIATIVE AND TEAM POINTS

The school works on the principle that parents and students share in the educational partnership.

School rules are kept to a minimum and children are encouraged to work hard and behave sensibly, responsibly and with good manners.



HOUSE TEAMS:

Good behaviour and progress are all rewarded through the team points system, which are issued by the teaching staff and Headteacher.

House teams are named after five respected Muslim personalities who are the role model for all of us.

They are:

Hazrat Musab (r.a)	Green
Hazrat Sumayyah (r.a)	Blue
Hazrat Sheik Zakaria (r.a)	Purple
Hazrat Hamzah (r.a)	Yellow
Hazrat Khadija (r.a)	Red

BEHAVIOUR ISSUES

The school takes positive action for continuous misconduct by consulting the parents when the need arises and by exclusion or expulsion if necessary. Incidents of misconduct are reported and recorded by the class teacher and the Headteacher.

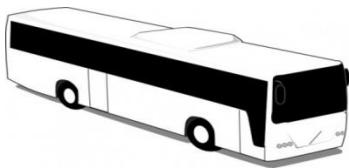
Disruptive or inappropriate behavior is dealt with in an age appropriate manner e.g. at KS2 continuous disruptive misbehavior results in a verbal reprimand and the writing of a behavior report which allows the children to reflect upon and explain the cause of such behavior actions. The report is filed by the class teacher.



Repeat misbehaviour will result in the child in question being put on an observation report. At this stage parents may be notified. Children with unresolved behaviour problems will be issued a blue behaviour report by the head teacher. Parents will be informed and will need to sign the report daily.

EDUCATIONAL VISITS

The educational visits undertaken at Al-Furqaan Prep School are designed to enrich and enhance the curriculum and linked to topics studied by the children in the various year groups.



Parents will be informed prior to the visits and all children should be sent dressed appropriately in flat comfortable footwear with a packed lunch.

NURSERY

The nursery curriculum follows the Early Years Foundation Stage Curriculum and this provides experiences which allow children to develop the basic skills and knowledge they will need to meet the demands of the National Curriculum.

This encourages children from an early age to become independent thinkers, responsible for their own actions. Careful thought and planning goes into the layout of the Nursery, allowing clearly defined areas for each activity. There is ample space for the children to enjoy the full range of activities available.

The opening hours are as follows:-

Monday to Friday 8.30 a.m. to 11.30 a.m.

WAYS OF HELPING YOUR CHILD

- Send your child to school every day.
- Meet your child's teacher, and ask to see examples of your child's work.
- Be positive: Children learn best when they feel good about themselves. Every child should experience some success every

day. Notice the smallest improvements and praise the child. NEVER disgrace, humiliate or ridicule the child.

- Children learn best from someone they respect. Don't criticise the teacher in front of your child. Rather discuss the issue with the Headteacher.
- Show interest in your child's work. Ask questions of what they did at school. Ask how you and the school can enrich the programme at the school and the home.
- Share information that can help teachers understand your child.
- If you think there is a problem, don't wait; get in touch with the Headteacher.
- Assign duties to your child at home. Children with responsibilities tend to do better at school.
- Children do as the parents do, not as they say! Parents should be cautious.
- Teach concentration. Paying attention is an important key to learning.
- Teach your child to ask questions as they read. Encourage them to draw conclusions.
- Set homework rules, but be flexible. Remember children thrive on order and routine. Every child needs a quite study area. Agree on a regular time for work.
- Remember each child is different. Some do best in a single session, and some over intervals.
- Study at home needs your support. Don't provide answers, rather point them in the right direction, e.g. use a dictionary to spell a word.
- Teach your child to break larger tasks into smaller ones. Information in a small amount is easier to understand.

PARENTAL CARE - SCHOOL STARTS AT HOME

Education is a continuous process inside and outside of school. Parental involvement is the single most important influence upon a pupil's progress and development. We value and encourage parents to play an active role in their child's education. This includes reviewing and discussing their child's performance with teachers together with ways of improving their child's learning methods.

Islam has made a believer's duties to the family a priority. It lays great emphasis on the unity, honour, betterment and morality of the family and its entire member. The family is the cornerstone and basic unit of society. Human life begins within and evolves out of the family.

It is essential that family members compassionately listen to each other and speak to one another with wisdom and good language (refraining from vulgar language). Words that praise and encourage words those build rather than tear down.

The development and maintenance of communication is also vital with children whom Almighty has entrusted to us. Communication with our children begins in the mother's womb. It is at this early stage that parents must dedicate their developing child to the Almighty and begin to feed it the Almighty's word. What better way to shape the human potential!

Unfortunately, nowadays it is a common occurrence where family life has totally disintegrated where brothers and sisters including parents do not talk to each other for months and years. Family members must learn to listen, really listen, to the collective individual needs of each other. As parents, we must be mindful that our children are (for better or for worse) a product of the homes we established.

Our challenge is to establish a home environment, which is moral and wholesome. Healthy families are indispensable to the

development of humanity and fundamental to the sanctity of life. Let us value and nurture our families specially our children for the pleasure of the Almighty, not be diverted from this goal by things that contribute little or nothing to the beauty of life.

**The mother is a Madrasah (School)
If you prepare her, you are preparing a nation of
noble descendants
The mother is a teacher of teachers. (Hadith)**

If you are interested in sending your child to AL-FURQAAN, then please fill in an admission form. For further details please call

01924 453661

Or visit the school (prior appointment necessary)

**AL-FURQAAN PREP SCHOOL
Drill Hall House,
Bath Street,
Dewsbury,
WF13 2JR**

www.alfurqaanschool.org

The school is regulated by OFSTED, which is the government body responsible for the inspection of schools. When the school is inspected, the report and feedback will be given to all parents. The Inspection report will be available on the OFSTED website.



POLICIES AND PROCEDURES

The school has the following policies in operation, and they are updated on a regular basis to meet statutory requirements. These policies are available to view from the school office.

Admissions
Equal Opportunities
Safeguarding children
Behavior
Anti-bullying
Complaints Procedure
Hygiene
SEN
Health & Safety
Absenteeism and Attendance
School Trips Policy
First Aid

A list of all staff with their qualifications is also available on request. The school is managed by a team of volunteer governors. They can be contacted via the schools email or the schools address.

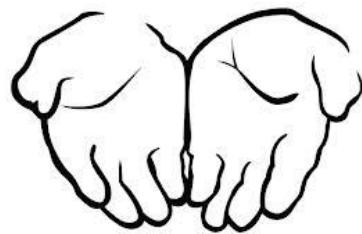
The chair person of the governors and proprietor is;
Mr. Yusuf Bham

“We would like to give your child the best opportunity and experience in learning and development”
(Yusuf Bham)

FINAL WORD

We really hope that this Prospectus has helped you to make a decision.

Voluntary assistance to the school would be appreciated greatly, together with your Dua's (prayers) and financial assistance.



All information in this Prospectus is correct at the time of going to press. However, some aspects may change during the academic year.



AL-FURQAAN PREP SCHOOL
DRILL HALL HOUSE,
BATH STREET,
DEWSBURY,
WF13 2JR

www.alfurqaanschool.org

