

ILM HOUSE

380 Green Lane, Small Heath, Birmingham, B9 5DT

Tel. 0121-753 0378 Mob: 07939 034 162

E-mail: info@ilmhouse.uk

www.ilmhouse.uk

بيت العلم

Application Form (Age 6-12)

Student's Details:

First Name(s): _____ Surname: _____

Date of Birth ____/____/____

Boy ☐

Girl ☐

Please Tick as
Appropriate

Post code: _____

Previous Madrasah Name: _____ Telephone No: _____

Timings (section): Please tick the preferred section

☐ 4:45 pm – 5:45 pm
(Monday – Friday)
£40 per month

☐ 6:00 pm – 7:00pm
(Monday – Friday)
£40 per month

☐ Weekends Classes
12:30pm -1:30pm (Sat & Sun)
£20 per month

Medical Information:

Is Your Child Under Any Medication? _____

Any Special Educational Needs?

Parents Details:

Father's Name: _____ Occupation: _____

Mother's Name: _____ Occupation: _____

Emergency Tel 1: _____ Emergency Tel 2: _____

E-mail 1: _____ E-mail 2: _____

Please Turn Over

TERMS & CONDITIONS OF ADMISSION to ILM HOUSE

All parents/guardians are requested to read, understand & agree to the rules and regulations of ILM HOUSE stated below.

The Rules and The Regulations of ILM HOUSE

- After admission, all students are on trial for at least three months from the starting date.
- All students must know how to use the toilet also how to perform Istinja. Sorry, we are unable to accept any child otherwise.
- ILM HOUSE holds the right to increase the fee with a minimum notice of one month and a maximum notice of three months.
- The fee remains applicable when the child is on admission/enrolment even if he/she does not attend. We, therefore, request students to attend all days and for the entire admission timings.
- All pupils must have their own stationery and books. Borrowing is **NOT** permitted.
- Chewing/bubble gum /Mobile phones/Games are **NOT** allowed. Disciplinary action can be taken.
- Students must always obey teachers and supervisors. Ignoring or disrespecting those in authority is **NOT** allowed. Disciplinary action can be taken in reported cases.
- Clothes worn must always be clean and pure as we may perform Salah.
- **Uniform for girls:** White Scarf with pin and black jilbab. High heel shoes or make up is **NOT** allowed.
- **Uniform for boys:** White Islamic hat and White thobe (Arabia long dress).
- All boys must have appropriate hair style, it must be of equal length. Short back and side are **NOT** allowed. Step cut is also **NOT** permitted. Children who break this rule will **NOT** be allowed to enter the classroom.
- All students must arrive at the appointed time of the class. Students arriving before the time will not be permitted to the class. We take **NO** responsibility of early arrivals.
- All students will leave at the appointed timing of the end of the class. We take **NO** responsibility of students beyond the leaving timings.
- If a student wets', vomits' or dirties' him/herself, It is the parental duty to clean the classroom, chair...etc.
- The fee of the child must be paid between the 1st and the 5th of each month, otherwise a fine of £1.00 is to be paid for every 5 or part of 5 days delay.
- For any absence, ILM HOUSE requires' a letter/note from the parents/guardians explaining the reasons of the absence. **ONLY** valid reasons will be excused.
- For any holiday. Parents/guardians must complete the holiday form and choose option (1) To pay fee and keep the place. Alternatively, option (2) go on holiday and on return re-apply (admission subject to availability).
- All children will be treated equally, **NO** special arrangement can be provided to students; irrelevant of reasons.
- Unfortunately; ILM HOUSE is unable to accommodate special needs children of any type.
- All children who are of the age of ten or over are always encouraged to perform the five daily prayers, it is the parental responsibility to remind their child of the prayer times. We may get in touch with you in this regard.
- The Annual Exam is held in June of every year, and there is £5 fee to be charged for this purpose.
- New terms & conditions may be introduced, and parents/guardians agree to adhere to it.
- Parents/guardians agree to the full terms and conditions of ILM HOUSE.

Parent / Guardian:

I undertake to honour and agree in full to the requirements of my son's / daughter's agreed study programme, and all the rules and the regulations of ILM HOUSE.

NameSignature.....Date.....

Please send this completed Form to: The admission officer,

ILM HOUSE,

380 Green Lane, Small Heath, Birmingham, B9 5DT

Tel. 0121753 0378

E-mail: info@ilmhouse.uk

Mob: 07939 034 162

Website: www.ilmhouse.uk

OFFICE USE ONLY

Checked by _____ Appointed Class: _____ Teacher: _____

Admission Fee: _____ + _____ Fee, From _____ To _____

Authorised Signature: _____ Date of Admission: _____

