

Ahlul Bayt
Sunday
School

Hand Book
2016-2017

Student Admission Criteria

Student must be at least 5 years old by September 30th before the school year starts in order to attend AB Sunday school. Students who do not meet this criteria will be considered on a case by case basis abiding by a preset set of procedures to determine their ability to cope within the classroom environment.

As a student I will need

| <u>K-12 Grade</u> | <u>Age 18 & up</u> |
|---|---|
| <ul style="list-style-type: none">● Color Box● Binder (1.5")● Writing utensils (mechanical pencils preferred)● Eraser● Sharpeners● Separator pack (of 5) - 1● Pair of scissors/glue stick | <ul style="list-style-type: none">➤ Your phone or any electronic you can access internet with➤ (presently no internet availability)➤ Clip board➤ Binder with papers➤ Writing utensils (pen or pencil) |

I will need to pack some lunch too

Note:

Parents please pack some lunch for your child (NO GUM or STICKY CANDY)

Note to all parents

Help your child to succeed by

- Making an active commitment with your child to review all the material covered in Madrassa and implement throughout the week
- Check the assignment sheet given to the student and make sure they accomplished the given homework
- Use positive reinforcement to encourage and motivate your child to pursue his/her Deen
- If you have a difference opinion in the material being taught, make sure to discuss your concerns with the teacher directly before expressing it to your child.
- Please do attend all parent teacher meetings and bring any constructive feedback you may have to help us build a better future for the next generation

Note to Volunteers:

ABS Sunday school is looking for educated, devoted and talented teachers who can serve the community to educate our children and prepare them for success in the future both in this world and in the hereafter. We are looking for role models for our students to demonstrate how our religious practices and traditions are embedded in our everyday lives.

- In order to volunteer, Contact Administration, you will be provided a form and will be assigned a classroom to help in
- Please do **NOT** enter any of the classes without prior appointment

We urge you to reach out to Sister Latifa Shao at (614-735-9056) with any questions or concerns on how to help in this noble cause.

Classes Offered/Class teachers

| <i>Level</i> | <i>Age Groups</i> | <i>Grade</i> | <i>Teacher</i> |
|--------------|-------------------|--------------|----------------------------|
| 1 | 5-6 Years | K-1 | Sister Sitara & S. Shabaab |
| 2 | 7-9 Years | 2-4 | Sister Eman & S. Shiva |
| 3 | 10-12 Years | 5-7 | B. Maisam & B. Jawaad |
| 4 | 13-15 Years | 8-9 | Brother Ali & S. Fatemeh |
| 5 | 16-18 Years | 10-12 | B. Mohammad & S. Atefeh |

Schedule

School starts 9:50 am Sharp

| | | |
|----------|---------------------|----------------------------|
| 9:50am | Morning meeting | In the main hall -basement |
| 10:00am | First Period | In your class |
| 11:00am | Second Period | In your class |
| 12:00am | Prayer time | In the prayer rooms |
| 12:15 am | Lunch (on your own) | In the main hall -basement |

Students will be released by 12:30 pm

Note: on Aug 25 (2016), Nov 27 (2016) and May 7 (2017) students will be released at 12:45pm due to after school celebrations

Passing Criteria

All students will be quizzed and tested from time to time by their teachers. Passing criteria is minimum grade D /60%. End of the year cumulative passing grade D is required to be placed in higher level. In case of grades less than D student will be retained in his class.

Grades Criteria

| <u>Letter grade</u> | <u>number grades</u> |
|---------------------|----------------------|
| A | 91-100 |
| B | 81 - 90 |
| C | 71 - 80 |
| D | 60 -70 |
| F | 0 -59 |

Report Cards Schedule

Report Cards Release on

| | |
|--|--------------------------|
| 1 st Quarter (Aug 14 th – Oct 23 rd) | October 30 th |
| 2 nd Quarter (Oct 30 th – Dec 17 th) | January 1 st |
| 3 rd Quarter (Jan 1 st – Feb 26 th) | March 5 th |
| 4 th Quarter & Final Exam (March 5 th – April 30 th) | May 23 rd |

Parent Teacher meeting schedule

| | |
|--|--------------------------|
| 1 st Quarter (Aug 14 th – Oct 23 rd) | November 6 th |
| 2 nd Quarter (Oct 30 th – Dec 25 th) | January 8 th |
| 3 rd Quarter (Jan 1 st – Feb 26 th) | March 12 th |

School Field Trip

We will have one school Trip/ picnic, all related information will be given later in the school year.

Quran Class

Quran Classes are only available on registration with an annual fee of \$200. Classes will be offered after school hours and students will be assigned to different levels determined by the staff on duty.

Quran classes will be offered after the school immediately at 12:30 and will last for 30- 45 min maxim. Please be punctual.

Discipline Policy

If a student:

- 1- Show disrespect to the teacher(s), staff or other students
- 2- Come to school late repeatedly
- 3- Do not complete given assignments in school and at home repeatedly
- 4- Chewing gum in the center

Following steps will we taken

- 1- Student warning
- 2- Call parents
- 3- Parents meeting - mandatory to attend
- 4- on repeated misconduct a student may be suspended or expelled