



Knowledge for righteous action

565A High Road | London | N17 6SB
T: 0208 350 0592 | W: www.assunnahschool.co.uk

RECEPTION ADMISSION APPLICATION FORM

If completing by hand, PLEASE write in black using BLOCK CAPITALS

Age (on August 31st)	
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CHILD'S DETAILS

- If you are successful, you will be required to provide relevant evidence of the details below to verify your details:
 - Birth certificate / Passport
 - Proof of address via council letter, utility bill
- Please complete the below section using the child's legal name with correct spelling as done on the birth certificate**

First Name

Last Name

Other Names

Date of Birth

DD

MM

YYYY

Current Age

Gender

Male

Female

Child lives with

Mother

Father

Grandparents

Other (Please state):

SIBLINGS

List below the name and year group of any siblings you have in the school

	Name	Year Group
Sibling 1:		
Sibling 2:		
Sibling 3:		

PARENT / GUARDIAN / CARER DETAILS

You may be contacted in case of emergencies

Relationship	<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Grandparent <input type="checkbox"/> Carer		
Title and Full Name			
Current Address <i>(child lives at)</i>	House / Flat Name No.		
	Street	Town	Postcode
Telephone		Email	
Mobile		Ethnic Group	
Nationality		Occupation	
Occupation			
Company Name		Telephone	
Address			

OTHER PARENT / GUARDIAN / CARER DETAILS

- *You may be contacted in case of emergencies*
- *Complete section below if the child lives at a separate address on some occasions*

Relationship	<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Grandparent <input type="checkbox"/> Carer		
Title and Full Name			
Current Address <i>(child lives at)</i>	House / Flat Name No.		
	Street	Town	Postcode
Telephone		Email	
Mobile		Ethnic Group	
Nationality		Occupation	

Company Name		Telephone	
Address			

EMERGENCY CONTACT DETAILS

- We will contact this person(s) if we cannot contact any of the child's parents

	Contact 1	Contact 2
Relationship		
Title and Full Name		
Telephone		
Mobile		

CURRENT SCHOOL

- Please attach the most recent school report.**

School Name							
School Address	Street				Town		Postcode
Date started	DD	MM	YYYY	Attendance Score	%	Punctuality Score	%
Reasons why if below 97%							

QUR'AN

<ul style="list-style-type: none"> Amount of Qur'an memorised No. of suras memorised Tajweed and reading proficiency 	<input type="checkbox"/> < 1 Juz <input type="checkbox"/> 1 Juz <input type="checkbox"/> 1 Juz + <input type="checkbox"/> 5 Juz <input type="checkbox"/> 10 Juz <input type="checkbox"/> 15 Juz <input type="checkbox"/> 20 Juz <input type="checkbox"/> Hafiz						
	<input type="checkbox"/> No Tajweed <input type="checkbox"/> Some Tajweed <input type="checkbox"/> Good Tajweed <input type="checkbox"/> Excellent Tajweed						

HOME ENVIRONMENT

- (Please give an indication of the level of observance in the home on a scale of 1 - 5. Circle the appropriate number)

	Weak		Medium		Strong
Reading Qur'an	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Salaah	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Daily Duas	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Avoiding TV and Music	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5

SEN AND DISABILITY

- Does your child have any Special Educational Needs:
If so, please provide more details on his/her Special Needs

Yes No
- Does your child have a disability:
If so, please provide more details on his/her condition:

Yes No

MEDICAL DETAILS

- | | | | | |
|-----------------------|--------|--------------------|----------|--|
| Doctor's Name | | Clinic Name | | |
| Clinic Address | Street | Town | Postcode | |

Is the child susceptible to any of the following? (please tick)

Asthma Rash Colds Ear Infections Convulsions
 Nose Bleeds Chills Throat Infections Headaches

Does the child have any allergies? Yes No

If yes, specify:

PARENT / CHILD SCHOOLING AGREEMENT

Assunnah Primary school strives to offer a holistic education cultivating growth along spiritual, moral, emotional, intellectual, physical and communal dimensions. Our aim is to positively orient our students towards realising their full potential as exemplary contributors to our society, in actively promoting fundamental universal values.

It is the policy of Assunnah Primary School to select highly committed and enthusiastic children and parents who support the Islamic program in pursuit of high academic and spiritual standards. It is with this that we set-out the particulars of this agreement

This is the written statement of the main terms and conditions of the parent/schooling agreement

Name of child	1										
Name of Parent	2										
School Name	3	Assunnah Primary School									
School Address	4	565a High Road London N17 6SB									
Payment Plan	5	<p>Parents must tick a payment plan from the options shown below:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Monthly (10 months) (Amount paid per month)</th> <th>Termly (3 terms) (Amount paid per term)</th> <th>Annually (Amount paid annually)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">£250</td> <td style="text-align: center;">£815</td> <td style="text-align: center;">£2,380</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p style="text-align: center;"><i>**Please choose an option at the end of the agreement**</i></p>	Monthly (10 months) (Amount paid per month)	Termly (3 terms) (Amount paid per term)	Annually (Amount paid annually)	£250	£815	£2,380			
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£250	£815	£2,380									
Payment method	6	<input type="checkbox"/> Payments must be by direct debit if paying monthly, cash/cheque will not be accepted. <input type="checkbox"/> Termly and annual payments can be by cash, bank transfer, or direct debit.									
Payment Dates	7	<input type="checkbox"/> Parents must ensure that they pay their fees either on or before the dates shown below: <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Monthly Plan (direct debit only)</th> <th>Termly Plan (Direct debit / cash)</th> <th>Annual Plan (Direct debit / cash)</th> </tr> </thead> <tbody> <tr> <td>1-15th of August, Sep, Oct, Nov, Dec, Jan, Feb, Mar, Apr, May or earlier</td> <td> 1st Term paid by July 2019 2nd Term paid by 5th December 2019 3rd Term paid by 6th March 2020 </td> <td rowspan="2" style="text-align: center; vertical-align: middle;">Thu 16th July 2019</td> </tr> <tr> <td>Payments later than 15th will be charged at a higher rate</td> <td> </td> </tr> </tbody> </table>	Monthly Plan (direct debit only)	Termly Plan (Direct debit / cash)	Annual Plan (Direct debit / cash)	1-15 th of August, Sep, Oct, Nov, Dec, Jan, Feb, Mar, Apr, May or earlier	1st Term paid by July 2019 2nd Term paid by 5th December 2019 3rd Term paid by 6th March 2020	Thu 16th July 2019	Payments later than 15 th will be charged at a higher rate		
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Payments later than 15 th will be charged at a higher rate											
Failed / late payments		<input type="checkbox"/> Late or failed payments will incur a £15 fine, and £5 for each additional day of lateness <input type="checkbox"/> Continually failed or late payments may result in your child being denied entry to lessons <input type="checkbox"/> A continuation of failed or late payments WILL result in your child being permanently removed from the school									
Removing Children from School	8	<input type="checkbox"/> If your child is removed from school before the end of term, you must clear all outstanding payments before leave approval is granted.									

Continuing Children in September	9	<input type="checkbox"/>	If your child is continuing in September of the new academic term, you must pay the fee for September on 16 July 2018. Failure to do will result in your place not being reserved.																																																				
School timings	10	<input type="checkbox"/>	08:00 - 15:10 Monday – Thursday 08:00 – 11:30 Friday																																																				
End of school day / Picking children up	11	<input type="checkbox"/>	Children must be collected by 15:10, Mon-Thu otherwise you will be subject to a £10 fine																																																				
		<input type="checkbox"/>	Children must be collected by 11:45 on Friday otherwise you will be subject to a £30 fine																																																				
	12	<input type="checkbox"/>	A continuation of repeated lateness in picking children up WILL result in your child being permanently removed from the school.																																																				
		<input type="checkbox"/>	Furthermore, repeated lateness in picking children up with no / minimal improvements will be classed as neglect and subject to statutory reporting.																																																				
Punctuality and attendance	13	<input type="checkbox"/>	Your child must arrive at school for 8:00am																																																				
		<input type="checkbox"/>	08:10 onwards child WILL BE marked late																																																				
			Repeated lateness may be looked upon as child neglect, and may affect the school's decision of the child's future at the school																																																				
		<input type="checkbox"/>	Punctuality must be at a minimum of 97% this means a child cannot be late more than twice in a term!																																																				
		<input type="checkbox"/>	Attendance must be at a minimum of 97% per term. To achieve this- children can only be absence a maximum of two times a term!																																																				
		<input type="checkbox"/>	If attendance and punctuality falls below 96% (two lateness and two absences) a review will be conducted. Further lateness or absences MAY result in your child being permanently removed from the school																																																				
	<input type="checkbox"/>	The table below explains how to maintain excellent attendance and clarifies exactly how much lateness / absences will impact the attendance and punctuality record:																																																					
			<table border="1"> <thead> <tr> <th></th> <th colspan="4">Term 1 (70 days)</th> <th colspan="4">Term 2 (55 days)</th> <th colspan="4">Term 3 (56 days)</th> </tr> </thead> <tbody> <tr> <td>Punctuality and Attendance %</td> <td>100</td> <td>99</td> <td>97</td> <td>95</td> <td>100</td> <td>98</td> <td>96</td> <td>94</td> <td>100</td> <td>98</td> <td>97</td> <td>95</td> </tr> <tr> <td>Lateness</td> <td>0</td> <td>1</td> <td>2</td> <td>4</td> <td>0</td> <td>1</td> <td>2</td> <td>3</td> <td>0</td> <td>1</td> <td>2</td> <td>3</td> </tr> <tr> <td>Absences</td> <td>0</td> <td>1</td> <td>2</td> <td>4</td> <td>0</td> <td>1</td> <td>2</td> <td>3</td> <td>0</td> <td>1</td> <td>2</td> <td>3</td> </tr> </tbody> </table>		Term 1 (70 days)				Term 2 (55 days)				Term 3 (56 days)				Punctuality and Attendance %	100	99	97	95	100	98	96	94	100	98	97	95	Lateness	0	1	2	4	0	1	2	3	0	1	2	3	Absences	0	1	2	4	0	1	2	3	0	1	2	3
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Absences	0	1	2	4	0	1	2	3	0	1	2	3																																											
Minimum attendance	14	<input type="checkbox"/>	Children must remain at the school for a minimum of one term.																																																				
	15	<input type="checkbox"/>	Parents may not remove their children during the term.																																																				
Extra leave	16	<input type="checkbox"/>	Extra leave must be approved. Leaving without approval will result in your child being removed from school																																																				
School's concerns (if any)	17	<input type="checkbox"/>	In order for your child to be offered a permanent place at the school, the following improvements need to be made within the trial period: <input type="checkbox"/> Punctuality <input type="checkbox"/> Behaviour <input type="checkbox"/> Learning attitude <input type="checkbox"/> Attendance <input type="checkbox"/> Tarbiyah (Islamic manners) <input type="checkbox"/> Attitude towards others																																																				
Special Arrangements	18	<input type="checkbox"/>	The child must be brought to school at 7:30 allowing for attendance to intervention sessions, to acquire essential reading skills.																																																				
Parental Support	19	<input type="checkbox"/>	Due to the above concerns the parent agrees to provide extra support and or tuition in the following: <input type="checkbox"/> English <input type="checkbox"/> Maths																																																				
Trial period (if any)	20	<input type="checkbox"/>	The trial period is to last a period of one term, however this can be extended or shortened at the discretion of the school's leadership team.																																																				
	21		The trial period will start and end as follows:																																																				



