

**Subject to change yearly*

Weekend Islamic School

Parent Handbook

The heart of our community grows here!



The Weekend Islamic School (WIS) is a non-profit organization run under the guidance of the Islamic Society of Vermont. We offer Kindergarten through 6th Grade level Islamic Studies and Arabic language instruction. Our teachers and administrative staff are volunteers who dedicate their time for this community in the sake of Allah (swt). The school's objective is to provide young children with a comprehensive curriculum that develops and expands their knowledge of Islam and the Arabic language. The education process of the school is conducted within the guidelines of Islamic values and ethics that emphasize respect for all. WIS starts the weekend after Labor Day and ends in mid May.

OUR MISSION STATEMENT

We offer the children of our community a faith based Islamic learning experience that helps develop their values, beliefs, and practices in accordance with the teachings of the Quran and Sunnah. We strive to create a safe and tolerant space where our students find a home within Islam, and comfort in our community, within a model Islamic environment by our dedicated volunteers.

OUR VISION STATEMENT

Our curriculum focuses primarily on the Social-Cultural nuances our students will face while participating in a life as American Muslims, while also helping them to follow the proper

behavior that will prepare them for a life in the Hereafter. Teaching tolerance and understanding, while also focusing on learning how to be proud of their religion, and following the Sunnah. Focusing on the importance of the Quran. With these ideals in mind our focus will be on the following:

- Arabic Language: Mastering the Arabic Alphabet and vowels with proper Quranic Pronunciation. Learning limited Arabic words that will help the students to properly navigate the Quran. Learning limited common Arabic words that may help with letter memorization and articulation.
- Holy Quran: Mastering reading and reciting in proper Quranic pronunciation. Learning the meanings, history, and interpretation of the Surahs of the Holy Quran. Light emphasis on memorization of the Holy Quran.
- Islamic Studies: Elements of Iman (faith); Islamic Morals and Etiquette; Five Pillars of Islam – Shahadah (oneness of God), Salat (5 Daily Prayers), Saum (Fasting in Ramadan), Zakah (Obligatory Charity), Hajj (Pilgrimage to Mecca); Proper Wudu rituals; Sirah (biography) and Hadith (traditions) of Prophet Muhammad (peace be upon him), stories of all the prophets mentioned in the Holy Quran (Adam, Nuh, Ibrahim, Musa, Isa, and others – peace be upon all of them); lessons from the lives of sahabas (companions of Prophet Muhammad PBUH – may Allah be pleased with them).

ATTENDANCE

It is essential for your child's learning that they attend school on a regular basis and on time. **We expect students to arrive for school and be in class by 9:00am. Students need to be picked up from their classroom at 12:50 p.m. sharp.** Students will remain in their classroom until parents pick them up. After pick-up WIS is no longer responsible for the students.

Absence

If your student is going to be absent, we ask you to please contact the school by calling or texting 802-448-2040. If your child misses three or more weeks, you will be contacted by the school and a conference will be scheduled to discuss the attendance issue.

Tardiness

In the case that your child is tardy for school, we ask you to please contact the school by calling or texting 802-448-2040. Please check them in at the admin office before taking them to their classroom.

Early Dismissal

In case your child needs to be dismissed early, please notify the office before school begins. Before your child leaves, they must be signed out at the admin office.

Late Pick-up Policy

All students must be picked up **ON TIME** at the end of the school day. Any students who have not been picked up by the end of school will be written down. If it occurs more than **5** times, this will be grounds for termination of student enrollment.

Sickness Policy

If your child has been ill within the past **24 hours** with the following, they may not attend Weekend School. We ask that you please contact the school to let us know that your child will be absent due to illness.

- Fever
- Cough
- Sore Throat
- Runny Nose
- Vomiting
- Diarrhea
- Strep Throat (must be on an antibiotic for 24 hours before returning to school)
- Headache
- Muscle Aches & Fatigue
- Head lice – live bugs or nits (lice eggs)
- Pinkeye (must be on an antibiotic for 24 hours before returning to school)
- Loss of Taste or Smell
- Shortness of Breath

If your child becomes ill at school, we will contact you. It is expected that you pick up your child as soon as possible but **no later than 1 hour**.

Cell Phone Use

Use of cell phones (voice or text) is prohibited during school hours unless part of a previously approved plan or in case of emergency. If phones become a distraction they will be confiscated and put in the office until parents come to pick them up during dismissal.

School Closure

Occasionally school must be closed due to unsafe conditions such as snow and ice. In these instances, you will be contacted by WIS staff to notify you of the school closure.

WEEKLY COMMUNICATION

You will be receiving weekly communication from your child/children's teacher on what curriculum was worked on, and what children need to work on at home. If you are not receiving this communication, please contact the teacher directly. **Please make sure to join the “WIS Parent’s Whatsapp Group” by clicking [here](#).**

Homework Policy

If your child misses homework a warning slip will be sent home. Homework is reported by teachers to the admin office. If there are 3 unexcused absences, disciplinary action will be taken. Please make sure to check the 'Homework Sheet'(this will be a link) weekly for their assignments.

TUITION FEES

There is a yearly tuition fee of \$500.00 or \$65.00 per month. **Each additional child** will be \$450.00 or \$60.00 per month.

We welcome donations to WIS at any time, please donate by clicking [here](#). JazakAllah khair for your continued support.

LUNCHES & WATER

Students will need to bring lunch from home. Please be informed that lunches cannot be heated at school. Please make sure your child/children are bringing water bottles with water from home.

We are an ALLERGEN FREE environment. Any children who are in need of an EpiPen or any other medication, parents will need to provide it to the school.

ACCIDENT & INJURY POLICY

While we do everything we can to avoid injuries, accidents do happen. If a child is hurt while at WIS first aid will be administered, an incident report will be filled out and the parent(s) will be notified. 911 will **only** be called for injuries that will need immediate medical attention.

MANDATORY MEETINGS

There will be three (3) mandatory parental meetings scheduled throughout the school year. One in the beginning of the school year, another in the middle, and last one at the end of the school year. **Parents will be required to take a quiz if the meeting is missed.**

VOLUNTEERING AT WIS

Volunteers provide students with additional attention and staff an extra hand, and are greatly appreciated by all. Please speak with the WIS office to see where volunteer opportunities are available.

All parents are required to volunteer their time at WIS for four (4) hours per family per year.

DISCIPLINARY GUIDELINES

All disciplinary actions will be determined on a case-by-case basis. The discipline imposed will depend upon, but not be limited to, the seriousness of the issue and impact on the Weekend Islamic School of Vermont.

MANDATED REPORTING OF CHILD ABUSE (PER STATE LAW)

“Mandated reporters are legally required to report suspected child abuse and neglect to DCF’s Family Services Division — within 24 hours.” Please [click here](#) for a full description.

Weekend Islamic School Contact Information

Principal	Randa Taftaf	Randa@isvt.org
Questions/Comments	WIS Board	Wisboard@isvt.org
Administrative Support	Ermina Bolic	Ermina@isvt.org
Absences/Tardies	802-448-2040	wisoffice@isvt.org

PARENTS HANDBOOK ACKNOWLEDGEMENT

I have read the Weekend Islamic School Parent Handbook. I understand that I must comply with these rules so long my child/children are student(s) of the Weekend Islamic School of Vermont.

Please [click here](#) to sign electronically.