

Bismillah

Parents/Guardians' Responsibilities

1. **Attendance and Punctuality:** Your child must be brought to maktab on time and must not be absent. In the group teaching method, if your child is late by just 5 minutes, he/she will miss an entire subject.
2. **Sunnah Uniform:** Your child needs to wear Sunnah clothing as a training that Islam has an identity and success is in following Islam.
3. **Salah Chart:** As your child will become mature, Salah will become obligatory upon him/her. For every missed Salah there is a punishment of many years in Jahannam. Hadith states that "order children to Salah at the age of 7 and punish them for missing it at 10 years of age." We must save them from the punishment of Jahannam. To bring this into practice we strongly urge the Salah chart to be filled up by parents daily.
4. **Communicating with the Maktab teacher or MR:** You should communicate regularly with the teacher and MR (masjid representative) with any concerns regarding your child's development and studies.
5. **Sign after each lesson (all 5 subjects) after testing them:** Listen from your child daily what he/she has learned that day and sign after they complete a lesson. This will make them serious about maktab.
6. **Observe whether they are practicing:** Encourage your child to implement what they are learning in maktab. For example: giving Salam to parents and family, following the Sunnah etiquettes, reciting Duas of eating, drinking, sleeping, etc. Also, encourage your child to teach and remind family members, friends to do the same.
7. **Start daily Taleem at home:** Even if it is for 10 minutes, start this Amal at home. Use the books of Fazaile Amal, etc. This is vital for creating and retaining Deen at home.
8. **Monthly Quiz and progress cards:** These will be sent home for signing by you. Please sign and observe whether the child is improving or not. Please contact Maktab if you did not receive it at least once a month.
9. **Give the monthly tuition on time:** This will help run the Maktab smoothly.
10. **Always make Dua:** Make duas for the Deeni development of your child as well as a good life in this world. Your Duas will be accepted for your children.
11. Ensure our kids only Eat Halal.
12. **Not to be too harsh or too soft in doing their Tarbiyah:** For the character development of children to occur, you must place a very stern eye on what kind of friends they make--this will decide the outcome of our children. Never allow them to sleepover at other people's homes.

Understanding that the knowledge of Deen is the most valuable entity in our lives and the only means of attaining complete success in both worlds, it must be honored and revered.

The following etiquettes are guidelines that we request parents to follow for effective online learning.

1. Find the most secluded place at home.
2. Sit a few minutes ahead of class time.
3. Join the class wearing loose, modest Islamic clothing.
4. Sit with wudhu.
5. Sit with respect.
6. Have all your books and class related material ready.
7. Do not use a phone or any distracting items during class.
8. Keep your voice muted unless otherwise told by the teacher.
9. Take notes to stay awake and focused.
10. No sleeping during class.
11. No talking during class.
12. If you have a question, ask the respective teacher prior to the lesson as to how you may present your question.

Note: Each teacher may have their own guidelines and preferences. Therefore, be sure to find out from each teacher what he/she expects from you. This will help the lessons move efficiently.

We hope that if we can stick to these basic guidelines, we can have productive remote classes in shā Allāh.

Jazakallahu Khairan