

# Application Form

**FOR OFFICE USE ONLY**

**Submitted:**

Passport

Full Birth Certificate

School Reference

Maktab Reference

Latest Full School Report

KS2 SAT's Results

£10 Application Fee

Application Number		Application Received By		Signature		Date	
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Admission Test Offered?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Interview Offered:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Date:		Time:	
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Interviewed By:		Signature:	
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Seat Offered:	Yes	<input type="checkbox"/>	Class Admitted To		Admission Number		Admission Fee Paid (Date)	
	No	<input type="checkbox"/>	Reason For Refusal					

Applicants Full Name:		Date of Birth:	
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**NOTES (FOR OFFICE USE ONLY)**

**PROCESSED (FOR OFFICE USE ONLY)**

Admission register  Attendance register  Student record  T2P  KSM  Filled

## INSTRUCTIONS FOR COMPLETING THIS FORM

- 1) You must use **BLACK** or **BLUE** ink and write in **BLOCK CAPITALS**.
- 2) Please ensure **ALL SECTIONS** are completed, the **DECLARATION IS SIGNED** and the admission fee of **£10 IS INCLUDED** with this application.
- 3) Please ensure that **ALL CONTACT DETAILS** are completed.

## DETAILS OF APPLICANT

First Name:		Surname:	
Date of Birth:		Birth Place:	
Nationality:		Mother Tongue:	
Address:			
Postcode:		Home Telephone :	

Please give details of any siblings currently attending or previously attended this school:

Full Name:			
Date of Birth:		Class:	

## COURSE DETAILS

Current School Year Group:		School Year Group Required:		Year of Entry:	20_____
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Course Type:	Alimiyyah <input type="checkbox"/>	Hifz <input type="checkbox"/>
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## DETAILS OF PARENTS / GUARDIANS

### Father/Guardian

### Mother/ Guardian

Name:		Name:	
Mobile Number:		Mobile Number:	
Address: (if different from child)		Address: (if different from child)	
Postcode:		Postcode:	
Email:		Email:	

Whose mobile number do you want us to use for text message communication?

Father

Mother

## DETAILS OF PREVIOUS EDUCATION

**Note: Please do not include the school/Islamic evening school the applicant is currently attending**

Name & Address of School:			
Date started:		Date left:	
Name & Address of School:			
Date started:		Date left:	
Name and Address of Islamic evening school			
Date started:		Date left:	

## PERSONAL HISTORY

Have you ever been involved with or detained by the police?

Yes

No

If 'YES' please give details:

Have you ever been taken to court?

Yes

No

If 'YES' please give details:

Do you have any criminal record?

Yes

No

If 'YES' please give details:

Has the applicant had any involvement with a terrorist or anarchic group?

Yes

No

If 'YES' please give details:

Has the applicant had any involvement with Social/Probation services?

Yes

No

If 'YES' please give details:

## MEDICAL INFORMATION

### CHILD'S DETAILS

First Name:		Surname:	
Date of Birth:		Home Telephone:	
Address:			

### PARENT/GUARDIAN'S DETAILS

First Name:		Surname:	
Mobile Number:		Home Telephone:	
Address: (If different from above)			

### DOCTOR'S DETAILS

Name & Address of GP	
Telephone Number:	

### MEDICAL DETAILS

Does your child have any medical problems: *(Please tick)*

Physical

Mental

Allergies

Speech

Other

If the answer is yes to any of the above please clarify the nature of the illness:

Please provide details of any medication that your son is currently on:

### NEXT OF KIN / EMERGENCY CONTACT DETAILS (DIFFERENT FROM PARENTS)

Full Name:		Relationship to child:	
Mobile Number:		Home Telephone:	
Address: (If different from above)			

### CONSENT

In the event of a medical emergency occurring to my child, I hereby authorise London Islamic School to act in loco parentis. The school may authorise all necessary medical and/or surgical procedures that health professionals deem as vital for the wellbeing of my child. I understand that every effort will be made to contact me or my doctor immediately, and that medical and surgical procedures will be implemented only in the event I cannot be contacted.

Name of Parent/guardian:			
Relationship to child:			
Signature:		Date:	

## SCHOOL REFERENCE *(To be completed by child's current school)*

### PUPIL DETAILS

Name of Pupil:		Date of Birth:	
Date of Admission to your school:			
Unique Pupil Number (UPN):			
<i>(Please tick the appropriate boxes)</i>	<b>Excellent</b>	<b>Very Good</b>	<b>Good</b>
Attendance			
Punctuality			
Attitude towards studies			
Relationship with staff			
Relationship with students			
Motivation in school			
General behavior			
General standard of work			

### ASSESSMENT

*(Please provide current teacher assessed grade if actual tests results are not yet available)*

Subject	KS2	KS3
English		
Maths		
Science		
ICT		

Subject	KS2	KS3
History		
Geography		
Citizenship		
Arabic		

Subject	KS2	KS3
Art		

Has the student been assessed for SEN?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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If yes, please provide details including what stage is the pupil at:

Has the Pupil been excluded?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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If yes, please provide details:

Are there any outside agencies involved with the family?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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If yes, please provide details:

Any other relevant information:

Name:		School Stamp
Position in School:		
Date:		
Signed:		
Contact No:		

# MAKTAB/MADRASAH REFERENCE *(To be completed by the child's current Madrasah)*

## PUPIL DETAILS

Name of Pupil:	
Date of Birth:	
Date of Admission to your Maktab:	

(Please tick the appropriate boxes)	Excellent	Very Good	Good	Satisfactory
Attendance				
Punctuality				
Attitude towards studies				
Relationship with staff				
Relationship with Students				
Motivation in School				
General behavior				
General standard of work				
Moral character				

## QUR'AN AND ISLAMIC STUDIES

Is the above child studying Qur'an? If yes, please provide details below	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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	Excellent	Very Good	Good	Satisfactory
Tajweed				
Tone of Recitation				
Nazira				
Memorisation				

Number of Juzz memorized:		Number of Surahs memorized:	
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Is the above student learning general Islamic studies? If yes, please provide details below	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Syllabus Name (Please tick)	Book Number
Tasheel Syllabus	
An Nasihah Syllabus	
As Safar Syllabus	

Any other relevant information:

Name:		Maktab/Madrasah Stamp
Position in Maktab:		
Date:		
Signed:		
Contact No:		

## RULES AND REGULATIONS

1. All school rules and policies will have to be adhered to fully.
2. Pupils are required to adhere to the Islamic ethos of the school which is inclusive of, and not restricted to, the correct dress code and hair-cuts, behavior, manners, etiquettes and the offering of Salaah.

### **Application & Admission:**

3. An Application fee of £10 is payable upon submission of application form.
4. All new applicants will have to pass the admission interview and pay the non-refundable admission fee of £300 in cash.
5. Disclosure of all previous character and conduct is necessary.
6. All places offered are subject to academic, social, moral, spiritual and cultural reviews on a yearly basis.

### **Attendance:**

7. Whilst in London Islamic School all lessons must be attended except when excused by the Principal or Headteacher.
8. No one will be permitted to go on holiday during term time. However, in cases of emergency or necessity, parents or guardians wishing to obtain leave for any student may contact London Islamic School.
9. At the end of all holidays every student must return to London Islamic School on the appointed day except when extra leave is granted.

### **Parental Support:**

10. To ensure that we achieve high academic standards and excellent Tarbiyyah within the school, we request the support of all parents/guardians to support the school's Islamic ethos at home by promoting good social conduct and a positive attitude towards learning.

### **Misconduct:**

11. London Islamic School reserves the right to terminate any student's admission when it deems necessary. Anyone whose admission is terminated and is not happy with the decision will have to refer to the school's complaints policy.
12. If in any event a student has to be sent home then the parents, guardians or relatives will have to without objection or delay make necessary arrangements for the student to return home.
13. Any false information given or any required information undisclosed will be liable for immediate dismissal.

### **Liability:**

14. The parent/guardian will be responsible for any damage caused to the property, building and premises or similarly damage caused to another pupil's property or belongings.

### **Prohibited Items:**

15. No smart devices, electrical devices or marker pens should be brought in to school. All items found will be confiscated.
16. No chewing gum is to be brought in to school, anyone caught chewing in school will be liable to pay a fine of £25.
17. Any mobile phones brought in to school will be confiscated and a fine of £30 will have to be paid.
18. Smoking is prohibited. Anyone caught will be dealt with seriously in accordance with the Anti-Smoking Policy.

**Uniform:**

19. The school uniform must be respected and strictly adhered to at all times.

**Bullying:**

20. Any form of bullying, violence, aggressive and confrontational behaviour towards any member of the school community will not be tolerated and may lead to permanent expulsion from school.

21. To insult the trustees, teachers or staff of London Islamic School will be judged as inexcusable and any student found guilty of such behaviour will be liable for dismissal.

**Safeguarding:**

22. London Islamic School is committed to safeguarding and promoting the welfare of children and expects all staff, volunteers, parents and students to share that commitment.

**DECLARATION**

1. I confirm that I have read and understood or had it explained to me all the above rules & regulations.
2. I confirm to the best of my knowledge and ability that the information given on this admission form is true and accurate.
3. I understand that my application will be disqualified if I have knowingly given false information.
4. I accept and agree to abide by the school polices, rules & regulations laid down by the governing authority of London Islamic School, which may be subject to change at any time if necessary.

Signature of Applicant		Date:	
Signature of Father/Guardian		Date:	
Signature of Mother/Guardian		Date:	

**DOCUMENTS TO BE SUBMITTED WITH THIS APPLICATION CHECKLIST**

**Your application will not be accepted until the following are submitted:**

(Please have copies ready as we will not photocopy them for you)

- |                          |                                |                          |                                      |
|--------------------------|--------------------------------|--------------------------|--------------------------------------|
| <input type="checkbox"/> | 1. Copy of Passport            | <input type="checkbox"/> | 4. Copy of Latest Full School Report |
| <input type="checkbox"/> | 2. Copy Full Birth Certificate | <input type="checkbox"/> | 5. £10 Application Fee               |
| <input type="checkbox"/> | 3. Copy of KS2 SATs results    |                          |                                      |

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

**London Islamic School**

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**Principal: Hafiz Mawlana Shamsul Haque**

**CHARITY NO: 286961, A subsidiary of Esha'atul Islam Mosque, Madrasah and Cultural Centre (EST. 1999), DFE NO: 211/6390**