

**Proprietor Information**

*(Both term time and holiday period)*

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**Designated Safeguarding Manager**

Moulana Abdur Raqeeb

**Designated Safeguarding Lead**

Moulana Hassan Khan



# School Prospectus

## **Ethos of Eternal Light**

Allah, the most High says in the Holy Qur'aan:

*“O believers save yourselves and your families from the fire of hell.”*

*“I did not create man and jinn except that they worship me.”*

Living in Multi cultural Britain, we as the inhabitants of this country are very fortunate to have been born and bred in such a rich and vibrant world. We experience and incorporate many of the benefits this has to offer in our daily lives. Having said that, we as Muslims should ensure that we take tentative steps to safeguard our unique identity and belief and be able to utilise our strengths to help enrich our lives and guarantee our success in the future.

Through ones unique combination of both knowledge and experience, the individuals that make this effort will be in a much better position to make a positive contribution to society and make informed choices.

This is why we believe Eternal Light School and institutions of this nature are the solution. The school was established with all this in mind, to enable Muslim children to fulfil their obligation towards their Creator, parents and the society they live in making them good law abiding citizens, who we hope will become positive role models and actively contribute to the wider community.

Eternal Light offers a high standard of education in an Islamic environment thus sowing the seeds for paradise. The knowledge your children will gain will help them to reap the benefits and also protect them. The Islamic environment will also work in preserving their identity and culture.

### **Where to find us**

We are situated on Christopher Street, off Little Horton Lane , the school is within walking distance from St Lukes Hospital.

authority schools, however some dates (around Ramadhan and summer) may differ slightly. Please bear this in mind when applying.

### **Salah**

Man was created to serve his Lord and thus, the Prophet (saw) ordered the believers to teach Salah to the children at the age of seven so they are able to fulfil their purpose in life. In conjunction with this, all children will be expected to observe Salah at school and at home.

### **Behaviour, Discipline and Exclusion**

Eternal Light has an effective behaviour policy in place. Any bad behaviour, rudeness, disrespect to staff and pupils or damage to school property will be treated very seriously. Whereas severe breach of the behaviour policy is committed by a child then they may be liable for exclusion.

### **Special Educational Needs & Disability (SEND)**

Please ring the school directly to discuss any provision for pupils on the SEND register.

### **Complaints**

Please note that the school currently does not have a board of governors but all complaints, compliments and suggestions can be forwarded to the management.

The school has a complaints procedure that is available on request, if anyone is unclear with regards to particulars of this policy then please feel free to bring it to the attention of the Headteacher who will be more than happy to clarify the query with you.

recorded and shared with parents to help monitor progress and plan intervention wherever possible.

The school will take part in public examinations and forward the results to the parents of pupils and prospective pupils. It will also issue annual reports to parents informing them of their results at the end of each academic year.

### Uniform

At Eternal Light Secondary School the children’s school uniform reflects their attitude to learning. The simple yet elegant uniform complies with the Islamic dress code, which the pupils are encouraged to adhere to. Each child will be expected to wear the full school uniform.

Daily Uniform		PE Kit	
§	White Jubba & Izaar / Shalwar kameez	§	Navy blue or black tracksuit bottoms
§	White hat	§	Matching navy blue or black tracksuit top (Compulsory in winter)
§	School fleece, bearing the school logo, available from the office	§	White sweatshirt / T—shirt
		§	Woolly hat & gloves (Compulsory in winter)

### Lunch

Currently lunchtimes are from 12.00pm –12.45pm. Pupils can bring a packed lunch to school or food can be purchased through a local catering company. Parents are required to provide their children with a balanced and healthy packed lunch.

### Holidays

Pupils will be expected to attend punctually throughout the school year. Leave will not be granted for family holidays during term time. All such vacations will have to be arranged within the school holidays. All medical appointments should be made outside of school times. If this is not possible, students must be picked up and returned back to school straight after the appointment.

Details of the school holidays will be passed on to parents at the beginning of the school year in your child’s planner. Our term dates primarily coincide with the local

### Admission procedure

Families interested in enrolling their child should do so using the application form on our website, which must be filled in and submitted by 1st December (of the year when your child is in Year 6). Late applicants will be placed on the waiting list and may not be considered.

Candidates wishing to apply for entry in other years (year 8 & 9) can submit the application form and will then be contacted if the school has a space.

The Admission process consists of several steps, all of which have been explained on our website [www.eternallightschool.co.uk/admissions/](http://www.eternallightschool.co.uk/admissions/).

Please read each step carefully so you are aware of the whole process: Pupils can apply for Aalim Class or for Hifz-ul-Quran. The Hifz-ul-Quran class will only be accessible by children who have been enrolled in Hifz class in their local maktab for at least a year and have already memorised three juz (para) or more. If they have not yet completed this, then they will only be eligible to apply for Alim class.

Pupils will be given a short test where the main focus will be on memorisation and tajweed. If they pass the test they will be offered a place, if they are unsuccessful they will be offered a place in the Aalim course.

Please make it clear on the application if you wish to enrol your child for this course. Admission will depend on your child’s report from his maktab and a Hifz test.

### Fees

The current annual fee is £2300 per year with a further one-off payment (non-refundable) of £100 for processing of the application. This excludes examination entrance fees for GCSE/GCE/BTEC examinations. Fees may be paid in a lump sum at the start of the year or in monthly or weekly instalments.

If a child chooses to leave during term time then the fees will need to be paid in full for that half-term. The actual cost of educating a child at Eternal Light is much higher than the fee charged.

## **School times**

The school week runs from Mon-Fri with the school day beginning at 8.05am and the lessons finish at 4.40pm. The students are then given a short break after which they start their revision sessions (Mutala).

Mutala will run from 5pm till 7.30pm, at which point the school day comes to an end. (New students, in order to help them adjust, will be allowed to go home at 4.40pm for a short period of time, if they wish. Thereafter they will be expected to complete the full day till 7pm)

The purpose of the Mutala is to ensure all students are in a habit of studying on a regular basis and are also able to complete any work set out for them. This is a tried and tested method of study which has a positive impact on the child's education. It also enables students to tackle subject specific tasks, in this instance Arabic and Urdu.

## **Staff**

All the teaching staff at Eternal Light are either practicing Muslim brothers or qualified Ulama who uphold and promote Islamic teachings. We have a dedicated team of staff, who are educated, experienced, highly motivated and positive role models for the children.

## **Curriculum**

The school provides two curricula; a broad and balanced academic education according to the National Curriculum and an Islamic Curriculum.

The National Curriculum consists of a variety of subjects including Maths, English, Geography, History, ICT, P.E, Science, RE, Urdu, PSHCE & Citizenship.

The Islamic Curriculum the school offers will be either the full Aalim or the Hifz -ul-Quran Course. The Aalim course will include the study of Tafseer, Tajweed, Arabic, Urdu, Nahwa, Sarf, Usool and Adaab. A copy of all Curriculum Policies are available on request.

## **Policies and Procedures**

The school operates a stringent anti bullying policy, Safeguarding & child protection policy, health and safety policy, admissions policy and has sanctions in place to deal with pupils who misbehave. A full list of policies and a copy of all policies are available from the office upon request.

Other policies include assessment and exam policy, attendance policy, RSE policy, behaviour and discipline policy, curriculum policies, child exclusion policy, complaints policy, confidentiality policy, DDA policy, equal opportunities policy, emergency evacuation of an examination room, exam and assessment conditions, fire safety, first aid policy, homework policy, marking policy, staff disciplinary procedure, staff recruitment policy, visits and outings policy and many more.

## **Homework**

Children will be given homework and expected to return it on time completed. During the weekdays students will receive homework from their Islamic Study lessons (Hifz or Ilm) which should be covered during the Mutala session.

School homework will be given to students on weekends and should be handed in at the required times. In order to assist in the children's academic education, parental contribution is essential.

## **Islamic Character, Morals and Discipline**

The Prophet (saw) said, "From amongst the best gifts a father gives his son, none is better than excellent etiquettes and elegant manners."

Bearing this teaching in mind we expect parents to help in the character building of their children. We will be very particular about how our children conduct themselves in school. Parents must note the school will endorse or prohibit anything that Islam endorses or prohibits.

## **Academic Performance**

Pupils are assessed regularly throughout each academic year and results are