



Tawheed Center Hifz Program

Discipline Policy

› The student's behavior is of utmost importance and any behavioral infractions will be reported on the student's daily progress sheet in red ink. Behavioral infractions include lying, belittling and ridiculing others, bullying, inappropriate words and gestures including inappropriate behavior during Salat.

› Physical contact like pushing and shoving is completely prohibited and will be dealt with in a severe manner. It is expected that the parents respond to any of these reports written in red ink on the daily progress sheet, either in writing or a phone call to the teacher.

› More than three disciplinary actions against the student will be a reason for suspension for one day from school and student will have to write an explanation of his behavior and his plans to rectify it.

› Three suspensions will cause expulsion from the program.

› Any concerns in regards to the student's interactions with other students or their studies should first be discussed with the respective teacher, where the incident happened.

› After the teacher has been informed about any particular incident or concern, by the parent, they can also discuss this with the particular administrator responsible for their child.

› Any concern in regards to a teacher should be directly communicated to the administrative team.

› Absence from school for any reason needs to be reported to the teacher by phone before 8:15 am. Otherwise it will be counted as absent and the student will lose all points for that day. Students who are enrolled in the Hifz Program only, should report their absence by 10:30 am to their respective Hifz teacher.

› Repetitive tardiness may incur temporary exclusion from the classroom.

› Gadgets like iPods, smart phones or any electronic equipment with access to internet or ability to watch movies is strictly prohibited in school and masjid premises, and if found with any student, it will be confiscated.