



In the Name of Allah, the Beneficent, the Merciful

Prince George's Muslim Association, Inc.

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Sunday School Attendance and Dismissal Policy

Last Updated: September 1, 2004

To maximize the benefit your child(ren) get from PGMA Sunday School, we would like to follow some guidelines regarding school attendance and dismissal.

- All students **MUST** be in school by 10:30 am. All Must leave school by 1:45.
- Students who come to school between 10:45 and 11:00 am will be considered LATE.
- Students who come to school between 11:00 and 11:15 am:
 - will be recorded as ABSENT.
 - **MUST** be accompanied by their parents.
 - will **NOT** be allowed to attend class for the **FIRST** period.
 - may attend the **SECOND** period if parent will stay and supervise them in the main hall until they get to their second period classes.
- **NO** late student will be permitted to school after 11:15 am. **NO student should stay in school after 1:45 pm.** Other programs might be will underway at PGMA.
- All Parents are strictly advised not to drop their children outside the building and leave. Parents must ensure that their child(ren) is/are in their respective classes before leaving. PGMA will not be responsible for the safety of any child(ren) who is/are dropped off outside by their parents. Further, the school will take other actions, including but not limited to, not allowing such child(ren) in class, or participate in other school activities. Parents who consistently disrespect this rule will have their child(ren) supervised by a paid babysitter and will be billed accordingly.
- A student who is marked as late twice will be marked as absent once.
- A student who is absent three times in a row, without a valid excuse will lose his/her place in the school and will have to re-register all over again. Re-registration will not consider PGMA membership or the discount for more-than-one-child.
- School dismisses at 1:20. Parents are requested to attend Zuhur prayer with their children at 1:30. **NO student should stay in school after 1:45 pm without being picked up by his/her parent. Any children left at school after 1:45 will be directed to an all-ages babysitting class. Parents will be charged in 5 minutes increments - \$5 per 5 minutes per child. Payment is due in cash the time parents take their children from school. Parents should ask for payment receipts.**

It is the mission of the school to provide your child(ren) with the best Islamic knowledge. To this end, PGMA is blessed by a group of teachers who are knowledgeable in Islam and are committed to sharing this knowledge with young Muslims. All we are asking is that you get your child(ren) to school on time, which is the only way they could enhance their Islamic knowledge.

We thank you for enrolling your children at the Sunday School, and hope that you will abide by the aforementioned rules.