IANT Quranic Academy

PARENT/STUDENT HANDBOOK



IANT Quranic Academy
840 Abrams Road
Richardson, TX 75081
Phone: 972-231-8451 ext. 109
Fax: 972-231-6707
www.myiqa.org

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A Letter from Our Founding Imam



I dream of a day when our students will receive a strong education in Arabic, hifdh, and Islamic sciences. That they will Islamicize their core subjects in a way that they may integrate Islam into their whole life and everything they do. I wish that they acquire their high school diploma and college degree, and then come back to Suffa Islamic Seminary. I wish that they study in-depth the sciences of tafsir, hadeeth, and usool-ul-fiqh, along with social psychology, sociology of the Holy Quran, Seerah, the history of Islam, and comparative history of religions. I have a dream that they will achieve their Ph.D with honors, and hold great positions in the quest of Middle Eastern Studies in the United States. I have a dream that when I die, my students will become Imams and community leaders all around the world.

I have a dream that IQA will have a large facility with many buildings consisting of dormitories for both girls and boys. IQA, along with Suffa Islamic Seminary, will cover over 500 acres of land. This way, students will be able to get an Islamic education after high school. This facility will hold a world-class research library containing copies of books from the Prophet Muhammad's (SAW) time until the present. We will be able to admit students from all over the world coming to the WEST to study Islam. This would be the greatest boarding facility in the universe, bringing Islam to rise again in the West.

I have a dream that these young dynamic scholars and Muslim leaders, trained with a western background, will become leaders, activists, Imams, and scholars. These students will possess the strength to push and pull communities under their leadership in order to develop strategic, and tactical plans producing effective and intended results.

I have a dream that these aspiring students will lead the Ummah through the guidance of Allah (SWT) with the light of Islam shining high and low; that each student will be a beacon of light throughout the world. May Allah (SWT) help us with our struggle to bring the glory of Islam back through education and leadership.
Ameen.

Imam Yusuf Ziya Kavakçı, Ph.D
Former Imam of IANT Masjid

About Us:

In 2002, The Islamic Association of North Texas (IANT), agreed to sponsor a startup academy on the second floor of the Dallas Central Mosque. This came to be known as IANT Quranic Academy, a faith-based school established to serve the growing muslim diaspora in DFW, which was keenly looking for ways to preserve their islamic values. It is now in its 22nd year of operation. The student body at the school is 100% Muslim in its religious preference, but it is very diverse in its ethnicity and racial identity.

Mission Statement

To develop the next generation of American Muslim scholars who possess an upright and noble character through integrated training in the religious and contemporary sciences, and who are capable of meeting the modern challenges of our diverse society through guidance, service, and leadership.

Accreditation, Memberships, and Affiliations

- IQA is an officially accredited school through Cognia.
- IQA operates under the auspices of the Islamic Association of North Texas (IANT).
- IQA is a member school of the Islamic Schools League of America.
- IQA is a member school of the Council for Islamic Schools in North America (CISNA).
- IQA cooperates with the Richardson Independent School District (RISD) in Federal Title Programs for staff development and safe and drug free schools offered through the Region 10 Education Service Center.
- IQA is affiliated with Texas Private Schools Association

Vision

InshAllah, (God willing), IQA will train both boys and girls to become Hafidh and Hafidhas[1] while laying a strong foundation for graduates to become Alims and Alimas [2], while pursuing academic excellence in conventional subjects, and nurturing development of future Muslim leaders.

- Raising Alims and Alimas is a lifelong process that may not be accomplished within grades K-12. However, the students will be well equipped to go on to the finest schools in pursuit of the Alim track if they should so choose.
- IQA will pursue and attain excellence in every subject it offers. To achieve this objective, IQA may evaluate any curriculum or teaching methods which complement Islamic subjects, and collaborate with other renowned schools to implement accelerated academic goals.
- IQA students may aspire to leadership in any chosen field. They may become Islamic scholars, educators, judges, doctors, engineers or choose any other profession they desire with a very strong resolve and proficiency in Islamic knowledge to offer a unique contribution in their chosen area of expertise.

Accreditation

IQA is fully accredited through Cognia which means our school has to do the following:

- Demonstrate Quality Assurance through internal and external review: In addition to ongoing self-assessment, every five years IQA will host a visit from a Quality Assurance Review Team to evaluate compliance with standards and assess the academy's demonstrated commitment to school improvement and quality assurance.
- Engage in Continuous Improvement: IQA has established a School Improvement Team to collect input and data about the academy, set improvement goals, implement strategies and assess results while maintaining alignment with the shared vision for the academy.

Among the many benefits of accreditation, this mark of quality assures that all credits earned by students at IQA are fully recognized and transferrable to other schools and that IQA has access to any associations, competitions, scholarships, and post-secondary education, corporate gift-matching, and any other programs that require accreditation.

Admission Policy & Enrollment

The purpose of the IQA admissions policy is to ensure that students admitted to IQA can demonstrate strong potential for success within the unique, but rigorous, curricular programming offered at IQA. Students must meet the requirements set forth in the admissions application[1].

IQA is operated on a non-discriminatory basis, according equal treatment and access to services without any regard to race, color, national origin or ancestry in administration of its admission and educational policies, scholarship and financial aid programs, or athletic and other school administered programs.

Restrictions

After accepting a student, if it is determined that s/he has any of the following needs, the student may be referred from IQA to another school that can better meet his/her needs:

- Inadequate familiarity with the English language.
- Learning differences, disabilities, or deficits beyond the scope of the IQA staff.
- Emotional and/or behavioral problems disruptive to the educational environment.

Programs for special needs such as those listed above are not currently offered at IQA and therefore may require that the student be referred to another school where his/her needs may be better served.

Initial Probationary Status

All new enrollees are on probation for their 1st academic year with the academy and may be dismissed from the academy at any time therein for valid academic or disciplinary reasons.

Immunizations

All students are required to submit medical records that document the immunizations as required under the State of Texas Education Code Section. More information can be found on the Texas Health and Human Services website.

[1] This document is intended for parents and students who have already been admitted to IQA. For more information on the admissions requirements and procedure, see the front office.

Tuition and Fees

All fees are mandatory and non-refundable except where indicated.

- **Application Fee**: $150 per student.
- **Registration**: $800 per family (one-time charge).
- **Re-Enrollment**: $150 per returning student each year (paid in the spring to reserve space for the coming year).
- **Resource Fee**: $600 per student in grades Prek-10th, and $300 for grades 11-12th each year; the instructional materials fee helps pay for the cost of maintaining the adoption of updated textbooks and technology resources. It will be mandatory to utilize the prescribed instructional materials from IQA. Teachers will distribute the required texts and materials to each student at the beginning of the year. It is the student's responsibility to cover the book with a removable solid color paper or plastic cover, carry them in the daily required backpack, use the book in a clean and studious manner, and return it in good condition at the end of the year or upon withdrawal. At the end of each school year or upon withdrawal, fines may be assessed for loss or damages.
- **Other Fees:** Other fees may include activity fees for field trips or other educational experiences that require additional funding. Such costs will be communicated to parents as the need arises in a timely fashion.

Tuition

Tuition is set each year by the IQAMC in a manner that seeks a balance between what is affordable to IQA parents and the actual cost of education at IQA. There is a 10% discount for the second child and 15% discount for each additional child as follows:

PreK – 10th Grade	Total Annual Tuition	Individual Tuition	Total Monthly Tuition Full Year
First Child	$7,570.50	$757.05	$757.05
2nd Child (10% discount)	$14,383.95	$681.35	$1438.39
3rd Child (15% discount)	$20,818.88	$643.49	$2,081.89
4th Child (15% discount)	$27,253.80	$643.49	$2,725.38

11th – 12th grade	Tuition (Annual / 10 month period)	Total Monthly Tuition (10 months period)
Per Child	$6,489	$648.90

Due Dates & Forms of Payment

As shown above, tuition may be paid in 10 installments from August to May. Payments are due on the 1st of each month. Acceptable forms of payment include recurring credit/debit card arrangement or automatic checking withdrawal.

Late Fees & Collection Policy

Payments are due on the first of each month.

- Any payment received after the 5th of the month is considered past due and a charge of $25.00 per student will be applied.
- Accounts not rectified by the 10th of the month will be given a written notice followed by a suspension warning for each student on the account.
- If the account remains unsettled or an alternative payment arrangement is not agreed upon by the 20th of the month, the Sycamore account will be suspended until payment is received or appropriate arrangements have been made.
- No child will be readmitted to the school if there remains outstanding tuition due from a previous semester or year.
- Accounts that remain delinquent for 60 days may be reported to a credit bureau.
- Families who have an outstanding balance must pay their dues before any academic records are released.

PLEASE NOTE: While it is our intent to work with families to settle outstanding balances without disrupting a child's education, IQA is under no obligation to make alternative payment arrangements for any account.

Donations

Tuition at IQA is set based on what is deemed generally affordable to parents and does not cover the entire cost of education for each student. IQA parents who are blessed with the ability to donate beyond the cost of tuition are highly encouraged to do so. Some companies offer corporate gift-matching and parents should make every effort to learn what programs their employers offer to bring additional resources for the benefit of our students. IQA parents are also an excellent source spreading goodwill for the school in the community and should share the opportunity with friends and relatives to sponsor the noble mission of preserving the Quran and developing American Muslim scholars with their tax-exempt donations.

All donations are greatly appreciated. Please note that all donations are accepted on the basis that the giving individual is providing the donation as a gesture of generosity and kindness with no expectation of anything in return. All donations are tax deductible, non-refundable, and non-transferable. Donations may be made by setting up a recurring credit/debit card payment or automatic checking withdrawal. Of course, cash or check is also accepted.

Financial Aid

IQA recognizes that Islamic education is essential for all Muslim children regardless of their financial status and therefore efforts will be made to reduce tuition for families who qualify. Availability of

financial aid depends on the amount allocated by IANT from the zakat fund, as well as the generosity of private donors.

To be considered for financial aid, families in need must complete a Financial Aid Application Form (which can be obtained from the school administration office) and submit it with all supporting documents to IQA. The school's financial aid committee will review financial aid applications confidentially. Families who qualify for financial aid will still be responsible for the remainder of the tuition balance for each child. Any change in the financial status of financial aid recipients should be reported in writing to the IQA administration in order to make the allocated funds available to other families in need. Periodic reviews for changes in financial status may be made at any time and the amount of aid may be adjusted based on the recommendations of the reviewing team.

Withdrawal

In the case that a parent desires to withdraw a student from the Academy, a completed withdrawal form must be submitted by the parent 30 days prior to the date intended. Students must return all texts, library books, equipment, and supplies on loan from the school or be subject to replacement costs. General supplies provided to the classroom by the student will not be returned with the obvious exception of the individual student's personal belongings. Students will receive transfer grades based on the last completed quarterly or mid-quarterly report.

Please note the following:

- Tuition will be charged for the final 30 days regardless of whether the student is actually in attendance.
- Students who are withdrawn without a 30 day notice will be billed for one month's tuition. Withdrawals will not be approved after March 31st without full payment of the remaining balance for the annual tuition.
- Upon withdrawal, the family registration fee is forfeit and will be required if/when the student wishes to re-enroll.
- Collection procedures will be applied for any outstanding balances remaining after leaving the school.

Re-Enrollment

In order to plan the logistics and needs of the following academic year, IQA must have accurate re-enrollment numbers early on. The re-enrollment season takes place around January every academic year for the following year. The exact dates of the re-enrollment season will be communicated to parents and will be posted on the website and on Sycamore. Parents will need to complete a re-enrollment application and pay the fee through Sycamore to hold their child's seat for the following school year.

Any student who is not re-enrolled will be considered as a decline by "no response" and their vacant seat will be attributed to a successful new applicant.

Any outstanding balance on the family account must be paid in full by the last day of the current school year for re-enrolling families or their child's seat will be placed on the waiting list for the following academic year.

If a student fails three or more subjects and is retained in the same grade level, they will be eligible for re-enrollment in the subsequent academic year contingent upon successful completion of any remedial or summer educational school work mandated by the school, including external credit recovery, in the case of high school students.

Credit Recovery

Students in grades 6-12 who are eligible to return will need to complete credit recovery for any failing course.

In cases where a student fails to successfully complete the required remedial or summer educational programs, re-enrollment in the following academic year may be denied. Such decisions will be made on a case-by-case basis, considering the student's academic progress, attendance, and any mitigating factors.

The school will provide support to help students meet re-enrollment requirements, including access to tutoring, counseling, and academic resources.

If a student has 40 demerit points or more, their eligibility for re-enrollment may be at risk. If a student is asked to leave the Academy due to discipline (40+ demerit points) they must wait 2 academic years prior to attempting to re-enroll.

Instructional Program

Academic programs are guided by the Texas Essential Knowledge and Skills (TEKS) emphasizing the acquisition of an academic knowledge base with concomitant intellectual skills in preparation for eventual university studies. Students acquire the ability to use and evaluate knowledge with critical and independent thinking and to make connections between academic and religious perspectives. IQA students develop competence and confidence through structured lessons and experience at all grade levels.

Hifdh (Quran Memorization)

Hifdh is taught through individualized instruction that incorporates correct memorization and review of new material as well as ongoing cumulative review in accordance with individually assigned daily, weekly, and monthly goals. Goals are determined in accordance with the student's demonstrated ability to memorize. The Hifdh curriculum is a standard plan by which the average student may memorize a moderate portion of the Quran each year beginning in kindergarten toward completion by the end of 6th grade. The individualized plan customized for each student affords early completion for exceptional students balanced against allowing beginning students the appropriate expectations for slower paced achievement.

Memorization Targets

Grade	Required memorization	Total Pages
KG	19 surahs from 95 to 114	8
First Grade (returning students)	17 surahs from 78 to 94	14
First Grade (new students)	25 surahs from 89 to 114	11
2nd Grade (returning students)	Two juz'(i.e. Juz' 29& 28)	40
2nd Grade (new students)	One juz' (i.e. Juz' 30)	22
3rd Grade (returning students)	Four juz' (i.e. 24, 25, 26, 27)	80
3rd Grade (new students)	Two juz' , 29 & 30th	42
4th Grade	Five juz', 23, 1,2,3,&4	100
5th Grade	Six juz', from juz' 5 to 10	120
6th Grade	Six juz' from juz' 11 to 16	120
7th Grade	Six juz' from juz' 17 to 22	120
8th Grade and higher	Intensive Review for "perfection" of hifdh	

NOTE: Emphasis will be placed on learning to read & recite properly in Kindergarten and 1st Grade.

2nd – 7th grade are considered the peak years for memorization. 8th grade is reserved chiefly for perfecting the memorization which continues throughout high school. Continuous review is conducted throughout the process in accordance with the table below. As this is a standard plan, exceptional cases will be considered based on individual student ability for students who are advanced in Kg & 1st grade, or who show a strong potential for completing memorization after the seventh grade.

Hifdh progress depends completely on individual capacity. One can memorize even faster than the timeline given in this curriculum. On the other hand, there is no guarantee of completion for the slow moving student.

After the completion one can review and strengthen the retention of the Holy Quran through the participation in a continuation program that is also under the planning of the IQA hifdh department.

After completing each juz', the student will be tested in that juz' even before the end of the quarter.

All students will also be required to take the tajweed classes with the qira'a teacher.

Old Review Hifdh Policies:

Below is the table listing how many pages a student will be expected to review per day based on the number of pages already memorized:

JUZ`	PAGES
1 – 5	3
1 – 10	5
1 – 15	8
1 – 20	10
1 – 30	10

Full Huffadh Review Policy:

Per Month	2 JUZ`
Per Quarter	5 JUZ`
Once a Year	Complete Quran

Hifdh Certificates Policies:

- **Completion Certificate**: To be awarded upon memorizing the complete Quran for the first time.
- **Mastery Certificate:** To be awarded to students who have reviewed the memorization of the entire Quran and have successfully passed the final review test with full passing marks.

Qiraa' (Quranic pronunciation & recitation)

Qiraa' is taught through individualized instruction towards correct reading and pronunciation of the Arabic letters and beautification of the Quranic recitation. Every student completes a basic course beginning in 1st grade on the principles of reading Quran and progresses toward the advanced level where pronunciation and enhancement of the Quranic recital is mastered. Beginning students at all grade levels have 1 full unit of Qaidah.

Classical Arabic Language

Arabic language instruction begins in Kindergarten and continues throughout the student's career at IQA toward the goal of mastering the language of Quran and classical Islamic scholarly discourse. Integrated Islamic studies content provides the bulk of the literary focus for these classes. Beginners' classes are provided for qualifying students at all grade levels. The Arabic language curriculum is under ongoing development as follows:

- Kindergarten students learn letter recognition and how to read and pronounce Arabic words along with beginning vocabulary.
- Grades 5 and above follow a customized course of study combined with the Alim-preparatory program aimed at empowering students to access classical scholarly texts in their original Arabic form.

Islamic Studies/Alim-Preparatory Program

The Alim-Preparatory courses are offered in 9th grade and above where the focus shifts from the Quran Memorization phase toward the Alim-Preparatory phase. At this stage, instead of Islamic studies, students begin to apply their training in classical Arabic to study Arabic texts in the religious sciences of Aqeedah (Theology), Tafsir (Quranic Exegesis), Hadith (Prophetic Narrations), Fiqh (Jurisprudence), the foundations of these disciplines and other Islamic sciences.

Homework Expectations

The IQA teachers and administration believe that good study habits are essential to every child's success.

Memorization of the Quran is expected to require a substantial amount of time and effort from the student at home (approximately 30-60 minutes a day), and thus homework in other subjects will be kept to a minimum. The amount of homework reasonably expected of students will steadily increase with the grade level of the student, not to exceed 2 hours a day total on average at any level. Students who do not complete their work in class will also be expected to do so at home.

Parental involvement is essential to making homework an integral part of the education program. Parents are expected to encourage and monitor assignments and provide conditions that are conducive to their successful completion. While parents should never actually do the assignments for their

children, parental assistance and supervision is important in establishing positive attitudes, good study habits, and supporting student success with homework.

Student Community Service Hours

Students at IQA will be expected to demonstrate the Islamic concept of charity and righteous conduct by offering service in various ways to the community. The staff and student council will work together to choose a variety of community service projects for high school students, some mandatory and some optional, and will communicate them to parents in a timely fashion. Specific guidelines will be sent home with each service project.

School Clubs & Extra-Curricular Activities

Clubs and extracurricular activities should be an important part in the total development of each individual student. Students are encouraged to participate in athletics, clubs, intramural, class activities and other special events sponsored and approved by IQA. The list of activities will be announced upon availability and subject to change due to interest, funds and availability of sponsors.

Guidelines for Extracurricular Participation

IQA rules and policies will remain in effect for all school-sponsored clubs, activities or events.

- Students must accept the responsibility for commitments once they join any club or activity and schedule their time wisely.
- Hifdh and other academic goals must come first since these are the primary purposes for attending IQA.
- Extra-Curricular activities are intended for IQA students. Other students of similar age may be admitted with the approval of the activity supervisor as long as that student has not been suspended or expelled from IQA.
- Students may not attend extra-curricular activities on days that they have been absent from school. Students who have been suspended or expelled may not participate.
- Students on probation may not be eligible to participate in extracurricular activities.
- Participation in extracurricular activities is a privilege and as such may be denied at the Principal's discretion to any other student who fails to meet academic and behavior standards at IQA.

Grade Reporting

Academic and behavior progress is reported at IQA through report cards which are electronically posted on Sycamore.

Report Cards

Report cards are posted online at the end of each 9-week quarter to record student progress throughout the year. Grades assigned on the report card become a part of the student's official academic record. In addition, progress reports will be sent out midway through each grading period. This report does not become a part of the student's academic record but is intended to keep parents abreast of their child's progress in order to target identified needs before the quarterly report card is issued. The following means are utilized to determine and report student progress:

Grades

In general, grades represent the percentage of goals and objectives for each class that were successfully met by the student. In cases where students are graded for mastery, students are graded on their ability to demonstrate complete mastery of a skill. Similarly in hifdh classes, students will be given a "quality grade" that represents their mastery of the individualized daily target.

Grading Scales:

In PreK-1st grades, letter grades are used and in 2nd through 12th grades, number grades are used.

For PreK-1st grade:

P: Below Expectation

M: Meets Expectation

E: Exceeds expectation

U: Unsatisfactory

For 2nd grade thru 12th grade

Letter Grade	Number Grade Equivalent
A - Outstanding	100-90%
B - Above average	89-80%
C - Satisfactory	79-70%
U- Unsatisfactory	69% and below
I – Incomplete	Make-Up Work Required

Specific weights and assessment procedures are set by the teacher and will be communicated to parents upon commencement of the course.

Character and work/study skills grades:

IQA students are expected to excel both academically and in developing good character and successful habits. The teacher will rate the quality of student character and skills as follows:

For Pre-K attributes:	● Not yet Tested ● Needs more practice ● Progressing as expected ● Mastered
For KG / 1st grade attributes:	● Not yet tested ● Below average ● Average ● Above average
For 2nd grade thru 12th grade attributes:	● Needs Improvement ● Average ● Excellent ● Exceptional

Academic Standards at IQA

Honor Roll

The school honor roll is published quarterly upon completion of each grading period. Students who earn over 95% on a given report card will be listed on the High Honor Roll, while students who earn between 90% to 95% will be listed on the Honor Roll. Perfect attendance award will also be given to students with no tardy or absence.

Academic Probation

All students are expected to maintain a grade of C (70%) or higher in every subject. When a student makes lower than a C (U=Unsatisfactory) during any nine-week grading period, the student will be placed on academic probation and will have until the end of the next subsequent grading period to raise the grade to a C or better.

Intervention strategies will be implemented to the degree that IQA is capable of providing special assistance, and progress will be monitored at set intervals. If the student does not earn a grade of C or better by the end of the subsequent quarter, the student may need to be withdrawn and enrolled in another school where it is more likely that the child may achieve academic success. This withdrawal referral must be signed by the principal of IQA or his/her designee as well as the teacher(s) of the relevant class (es), and is subject to the discretion of the principal. Students must be able to demonstrate a full year of academic success in a comparable educational program before an application for re-enrollment will be considered. IQA is under no obligation to re-enroll any student.

Standardized Testing

At least once in each school year, IQA shall administer a statewide and/or nationally standardized assessment to students. This is intended to provide a third-party objective measure of the school's success toward its academic goals. Such a test will, at minimum, measure achievement in the areas of English language and mathematics. IQA will periodically review and update our adopted standardized assessment to ensure maximum compatibility with our academic program. Parents will be notified of standardized test scores once they are reported back to the school.

IQA currently utilizes the nationally norm-referenced NWEA MAP assessment battery to provide for valid comparisons between IQA and other public and private schools throughout the nation. More information on the MAP may be found online at https://www.nwea.org/

Promotion and Retention Policy

Students are expected to maintain a grade of C or above in all classes taken at IQA.In accordance with this policy, no student should be retained at IQA unless it has been agreed upon as a viable intervention strategy by the intervention team and approved by the principal. Retention may be recommended for placement in their new school in accordance with local public school promotion and retention standards.

Dual Credit Classes Policies

- Students must take the in-person classes, unless there is no other option for the course.
- Students must maintain a 3.5 GPA at Dallas College; and 85 and above in all classes at IQA in order to be permitted an online option.
- A repeated course must be repeated in person. Students are responsible for submitting assignments in a timely manner and communicating with the professor. As a reminder, to obtain HS credit for the class, students receive at least a 70. Dallas College will provide credit for 60-69; however, most universities will not accept it as a passing score.

Students are completely responsible for their success in the class. They should communicate with their professors regarding all matters that concern the class and are expected to follow the guidelines highlighted in their class syllabi. Students are also responsible for completing all assignments by the posted due dates and keeping track of assignments and deadlines. Any and all grade discrepancies need to be discussed with the professor before grades are finalized.

- All communication with the Richland advisors must go through the IQA Academic Counselor
- Students and parents may not reach out to the Dallas College dual credit advisors except in the case of an emergency while on Richland campus.

Communicating and submitting the correct paperwork for enrollment and drops of dual credit classes is the responsibility of the student. Drop Form paperwork must be submitted to the College Guidance Department no later than 48 hours before the drop date. Students who miss deadlines for enrollment paperwork will need to wait until the next semester to register for courses.

Students have a short window in the beginning of each term to drop a class without penalty or even mention of dropping the class on their college transcript. These dates are listed on the syllabus of each college course.

If a student is failing a class, they must drop the class before the Richland Drop Date as noted on the Dallas College calendar and class syllabus. Dropped classes will show permanently as a "W" on the college transcript. After the Dallas College drop date has passed, classes may not be dropped, and students will receive the grade they have earned. Students must initiate the drop and should fill out the Drop Request Form and submit it to the IQA Academic Counselor at least 48 hours before the Dallas College posted drop date. Failure to follow the IQA drop date deadline will result in the student remaining in the class. The 48 hours does include the weekend.

Credit Recovery

Credit is awarded on a semester basis. Each semester grade is used to calculate the student's GPA. In order to earn a credit for the semester, students must pass each semester with a grade of 70 or above. The year average will only apply toward GPA calculation, not the number of credit hours needed for graduation.

For Credit Recovery:

- To take a Credit By Exam (CBE) for Credit Recovery students must have earned a semester grade of at least 70 in the course or scored a minimum of 70 on the semester exam.
- Credit Recovery grade(s) will appear on the student's transcript with credit earned and will count toward the overall GPA
- CBE credit must be completed and scored one week prior to the semester in which the course would have been taken.

Important: Students who earn course credit through credit by exam with a STAAR End-of-Course (EOC) exam are required by state law to take the STAAR End-of-Course exam at the next state test date following the date the credit by exam results and/or correspondence grades are received by the district.

STAAR End-of-Course (EOC) exam requirements must be met in order to receive a high school diploma in Texas. STAAR End-of-Course exams include Algebra I, Biology, U.S. History, English I and English II.

Valedictorian:

The valedictorian is a student from the graduating class who has attained the highest overall Grade Point Average (GPA) for grades 9-11 while enrolled in all four years of high school, and the first semester of grade 12. The GPA is cumulative and calculated based on all course work completed at IQA and core classes taken as part of the Dual Credit Program at Richland College.

However, valedictorian eligibility can be considered for students who enrolled in 10th grade. The student will, however, only be eligible for valedictorian or salutatorian if the final GPA is 0.2 points higher than the highest GPA of a student who has attended IQA for all four years of high school.

In the case of a tie between two students up to the third decimal point, the Academic Committee will convene to determine the valedictorian based following criteria:

- Attendance record for high school
- Community Service
- Discipline
- Extra Curricular/School Involvement

Salutatorian:

The student with the second highest cumulative GPA meeting all other criteria will qualify as the salutatorian.

Both the valedictorian and salutatorian will give a speech at the graduation ceremony.

School and Home Communication

Parent Teacher Organization (PTO)

The Parent-Teacher Organization (PTO) provides a valuable channel for parent input, involvement, and cooperation with teachers and the administration toward the fulfillment of the academy's mission and vision. PTO membership is open to all parents and teachers who have a vested interest in the success of IQA. The purpose of the PTO is to provide a medium for constructive parent communication, involvement, and participation. The PTO enhances the educational experience at IQA in accordance with an agenda set by the parents that draws upon the talents, skills, and interests of the PTO body. Seven officers of the PTO are elected each year from amongst IQA parents and teachers. One parent member of the PTO is also selected to serve as secretary on the IQAMC.

The PTO provides an essential channel for positive participation and communication with the academy. The PTO offers many volunteer opportunities that allow the parents to make a critical difference in the quality of education, as well as valuable forums for the exchange of ideas and concerns with the IQA community. Classroom representatives from the PTO may also coordinate parent gatherings with the teacher to foster ties between parents and teachers.

Forms of Communication

In order to provide an effective educational program it is the policy of IQA to maintain close communication between the home and the school through the following means:

- **IQA Website**: The IQA website, found at http://www.myiqa.org, is an increasingly significant means of finding the most updated and accurate news and information about our school.
- **Email:** Every IQA staff member maintains email correspondence with parents. A listing of IQA staff and their email addresses will be made available.
- **Sycamore**: Grades are updated periodically. Be sure to enable notifications to be emailed about your child's academic progress. All parents will be sent a Sycamore invite from the IQA's central office, which will have the username and a temporary password to access your account.
- **Automated Text Messaging**: School closures, early dismissals and upcoming events will also be notified through an automated Remind message.
- **Open House/Orientation:** The open house and orientation is a time to get acquainted with all staff members and our educational programs. Generally held in the first week of the school year, teachers introduce themselves and give a general overview of course content, classroom policies, and procedures. Individual student progress is not discussed at this function, though a separate conference may be scheduled. A second open house may be held in the spring for the general community to learn more about the unique educational opportunities IQA offers or through other special events.
- **School Visits:** Parents are encouraged to visit the school at all open houses. Volunteering to assist the teachers is one of the most useful ways to visit and be involved at your child's school. To observe a class, parents and other visitors must make an appointment 24 hours in advance

with the IQA's central office. The IQA office reserves the right to reschedule the visit as deemed necessary. All visitors need to sign in and obtain a visitor's badge from the main office upon arrival at the school.

- **Parent/Teacher Conferences**: Conferences will be scheduled as needed to discuss individual student progress following each interim report. This is so the parents and teachers may work together to target identified needs before the official report card is issued. Additional conferences may be requested by either parent or teacher and scheduled as needed. Teachers are not expected to hold conferences with parents without advance notice. Parents who wish to schedule a conference with a teacher may do so by sending a message to the teacher through email, or by leaving a message in the main office indicating the best time and way to be reached.

- **Report Cards and Interim Reports:** in order to cut back on use of paper, quarterly report cards are only posted on Sycamore at the end of each 9-week period. It can be found under the "Document "tab of a student profile. Upon viewing, parents are required to electronically sign it signifying that the report has been received and seen by the parent.. Grades assigned on the report card become a part of the student's official academic record. In addition, progress reports will be emailed midway through each grading period. This report does not become a part of the student's academic record but is intended to keep parents abreast of their child's progress in order to target identified needs before the quarterly report card is issued.

Access to Student Files:

Cumulative scholastic records are maintained for each student. The files may include such pertinent information as attendance records, academic records, as well as medical and health information. The Family Educational rights and Privacy Act (FERPA) is a federal law governing the maintenance of student records. Under the law, parents of students, or the students (if they are at least 18 years of age) have the right to inspect records kept by the school concerning the student, and the right to correct any inaccuracies in the records. Access to records by persons other than the parents, the student, and members of the school staff and/or authorized school consultants, requires prior written consent by the parents.

Change of Address, Telephone Number, and Email: It is very important for the school to be able to contact parents by mail, telephone, and email. Email is the primary means of communication. Valid emergency telephone contacts are critical at all times. Please notify the school of any change of address, telephone numbers, or email immediately and keep an updated emergency contact on file.

Emergency contact information will be updated and confirmed on an annual basis at the start of each school year.

Designation of Parent or Guardian

Only parent(s)/guardians(s) listed on the student registration form will be recognized as the only person(s) having rights and responsibilities to that particular student and that student's presence in school. If a parent, other than the one(s) listed on the form, claims to have rights to the student, that person must present:

- A valid court order showing change of custody rights and proper identification.
- Proof including, but not limited to, statements from credible individuals in a position to verify this fact, including family members, clerks of the court, judges, attorneys, or other trustworthy persons.
- Other proofs that are deemed satisfactory by the school administration.

Students shall be released from school only to the parent(s)/guardian(s) or individuals listed on the enrollment or to another person designated in writing by parent(s)/guardian(s).

Child Custody Matters:

The school will assume both parents have equal right to access to their child, including the right to pick up the child from school, unless the school has been provided with a court order which specifically limits the access of the parent to his or her child at the school.

Daily Operations:

Hours

IQA operates on the premises of the Islamic Association of North Texas for the duration of the academic school year. School hours are:

Monday - Thursday from 7:40 A.M. to 3:30 P.M.
Friday: 7:40 AM -12:30 PM

Our office hours are 8:00 to 4:15 P.M.

**Ramadan, early release days, and summer hours may vary and will be posted as needed.*

Transportation

Transportation is the responsibility of each family. IQA does not provide bus service. Car-pooling is suggested.

Arrival Time

Students must arrive at the school between 7:30 and 7:40 A.M. and must report to the assembly no later than 7:40 A.M.

Students arriving after 7:45 will be marked as **tardy**. Arriving at school late means that the child will miss out on important announcements and/or valuable instruction.

This may put the child behind in his or her schoolwork. 5 tardies will result in a disciplinary referral. Repeated referrals may result in suspension and/or expulsion (See Tardy Policy).

Dismissal

Students are dismissed starting at 3:30 P.M. till 3:50 P.M. Monday - Thursday, and 12:30 on Friday. Parents will be notified of the dismissal time before Ramadan and other early release days. Picking up students before dismissal time is disruptive to classes and may result in the loss of valuable learning experiences.

Parents are strongly discouraged from picking up their child(ren) in the last period of a school day. To minimize the disruption of our school operation and for the safety of our students, students will not be released for pick up after 3 pm.

Students **must** be picked up immediately after school during the dismissal time. To assure a safe and systematic flow of traffic, parents **must** remain in the pick-up line and wait for students to be called and safely loaded into their vehicles.

Parents who wish to enter the school must not leave a vehicle unattended in the pickup line. Parents should not walk into the building to pick up the students while the school dismissal is still underway. Remaining students after the dismissal will be directed to wait outside the IQA central office and late parents need to sign their child(ren) out and take care of all applicable late fees.

Walking passes

Students in 6th grade and up may be allowed to walk home only after the dismissal has started at around 3:40 P.M. However, for this purpose, IQA's central office needs to have proper authorization from the parents. Parents must sign a new authorization form at the beginning of every school year and the school office will issue walk home passes upon receiving these letters. Walk home passes will only be issued to students living within a one-mile radius to the school. Students must show their walk home pass in order to be allowed to leave school on foot after dismissal has started. Note that it is an infraction when students leave school before dismissal and will result in disciplinary consequences. Note that a student below 6th grade is not allowed to walk home without an authorized adult or older sibling companion attending 6th grade or above.

Unattended Children

It is against the policy of IANT and the Dallas Central Mosque to leave children unattended on its premises. It may also be construed as child neglect and is thus subject for reporting to Child Protective Services. IQA office hours are from 8:00 am to 4:15 pm. **Students left after or before the office hours cannot be guaranteed any adult supervision and parents will be liable for their unattended child(ren).** Students will only be released to the people who are listed on his/her Student Emergency Card. If the parents would like to designate a relative or family friend to pick-up their children, they should add this person to their child's emergency card and must submit a written note to the school. In case of an emergency a parent should send an email permitting a friend or relative to pick their child(ren) up and must add this person on their child(ren)'s emergency card next school day.

**** Students who are not picked up during the dismissal time will be billed a $5 penalty, per child, for every 15 minutes. Late fees are assessed strictly based on the electronic timestamp logged by the IQA front office check-out system.***

Medical Appointments

Parents are requested to make dental and medical appointments for the children after school hours whenever possible. In such cases, when an appointment cannot be rescheduled, a parent may pick up a student early and sign the student out from IQA's central office. If the student is brought back within the same school day, the parent should check the student back in at the office again.

Absences (also see "Attendance Policy" Below)

If at any time a child is to be absent from class due to illness or a previously scheduled appointment:

- Parents must call in or email (preferred) to report the absence of a child each day before 8:30 A.M.
- Unconfirmed absences will be counted as unexcused.
- Upon returning to school, students must bring a note from the parent or guardian stating the reason for the absence unless an email was already sent to the office. In that case, the email will suffice and will serve as the basis for classifying the absence as excused or unexcused.
- Students absent due to contagious illness (measles, etc.) must bring a doctor's note stating that the student's return to school does not jeopardize others.

- More than 15 days unexcused absences in one academic year may result in expulsion from the school.
- More than three (3) unexcused absences in a quarter will result in a drop of quarter average by a letter grade.
- Students must be present 90% of the academic year with no more than 9 days per semester absent. If a student does not meet the 90% attendance requirement, he/she may not be promoted to the next grade.

Facilities

Snack, Lunch, and Cafeteria Information

Parents/Guardians are required to supply a lunch box or bag with the child's full name clearly marked on it. It is the family's responsibility to provide a nutritious snack, lunch, and beverage(s) for the child. The school cannot provide refrigeration or heating facilities. Students should not bring snacks or lunches that are too messy for the child to manage. For the safety of the students, please do not use glass containers.

Fasting

Students are encouraged to fast in Ramadan when age appropriate. Students who are unable to fast due to medical and personal reasons are provided with an area in which to eat if they wish to bring lunch from home. Staff members may not coerce students to fast. Coercion includes shaming, taking/withholding food and other similar tactics. Please do not ask any staff member to force your child to fast. We do use positive reinforcement and modeling to set positive examples of fasting.

Computers /Electronic Devices

Chromebooks may be used for appropriate educational purposes under the supervision of IQA staff. Chromebooks may not be used without permission, supervision, or for the purpose of Instant Messaging, chats, games, music, videos, etc. Inappropriate use of chrome books will result in loss of access privileges. Use of student-owned computers/devices must be approved in advance by the supervising staff member.

Playground and Multipurpose Hall (Gym)

Students at IQA take physical education courses in the multipurpose hall (gym) and also have access to the playground and gym for recreational purposes when supervision is available. Such activities must be safe and should be free of casual gender mixing (where applicable).

Buying, Selling, & Promotional Advertisements

The buying, selling, and/or promotion of products or services on IQA property is strictly forbidden unless it is an approved school activity for the sake of improving educational quality or facilities at IQA, (ex. book fairs, PTO fundraising sales, Stuco snack cart, scouting, etc.). To get approval for a sales event, the interested party must get approval of the administration by sending an email to the administrative assistant or to the principal.

Lost Items

IQA administration plans to donate/dispose of all lost items turned into the office on a weekly basis. Lost books or planners not collected within a week will require payment of the cost of these items in full in order to be issued another.

Found Books

Student textbooks found on campus or turned into the front office will require a payment of $5.00 per instance upon retrieval.

Damaged or Permanently Lost Books

All textbooks issued to a student must be properly attended to. Students will be required to pay the full monetary value of the replacement book for lost or damaged books. These books include, but are not limited to: textbooks, Hifdh planners, workbooks, and library books. Failure to pay for lost or damaged books may result in a hold of the student's academic records.

Money

Bringing large amounts of money to school is not allowed. Any smaller amount of money brought to school is the student's responsibility and is carried at the student's own risk. IQA is not liable for any lost money.

Photographs, Use of Name, & Student Work in School Publications

IQA may make use of student photographs, student names, and student work samples to promote the academy to the community or to create school publications. Parents who wish to withhold permission from the school for using materials such as photographs of the student, the student's name, or student work must file a letter to that effect with the IQA administration office.

Field Trips

Various field trips to libraries, parks, museums, and other areas of interest to the children will be planned. These trips are intended to add variety and interest to the educational experience and to serve as tools for teaching and reinforcing information learned in the classroom. Prior to each field trip, parents will be notified. Parent authorization for field trips is given during enrollment. Students who will not participate in a given field trip should make arrangements to complete an alternative assignment and may need to remain at home with an excused absence upon school recommendation. Failure to make arrangements with the teacher will result in an unexcused absence and possibly a lower grade.

Important Notice Regarding Right to Search

IQA acknowledges the need for the in-school storage of student's possessions. However, students shall not have an expectation of privacy as to prevent examination of the storage area and any other in-school storage space by a school official, (i.e. lockers, desks, etc.).

School authorities are charged with the responsibility of maintaining the safety, cleanliness, and wellbeing of the students in their care. In the discharge of that responsibility, they shall periodically inspect for cleanliness and organization. IANT/IQA officials will also investigate the presence of an object

or substance that is illegal, in violation of IANT/IQA policies, or poses a hazard or threat to the safety, wellbeing and good order of the academy.

Whenever there is a cause to suspect the presence of such an object, a search prompted by a reasonable suspicion that the health, safety and well-being of any student is threatened will be conducted with a speedy response as may be required to protect persons and property. A request for search of a student or a student's possessions will be directed to the Principal or designee. Wherever possible, a search will be conducted in the presence of the student and a second staff member.

Medical Considerations and Emergency Procedures

Health Problems / Medications

If a child has any health problem(s), it is important that the school staff is made aware of the problem(s). School policy prohibits school staff from administering any medication to students without written permission from the parents and written direction from the physician.

A Medication Authorization Form (available at the school office) must be completed and filed with the academy. No medication will be given by a school official unless it is in a container dispensed by a pharmacy with the student's name, name of medication, the date the prescription was filled, and directions clearly marked.

The form may be completed and emailed to the office for a request to administer an over the counter medicine available at the school office. Please do not ask us to administer medication unless this process has been followed.

Student Emergencies

When it becomes necessary for a child to go home due to injury, illness, suspension, or expulsion, the child's parents will be contacted, then a parent or a responsible person designated by the parent, must come to the school to get the child immediately.

The time limit for pick up once the call is made from the school is ONE HOUR. **After the first hour, parents will be responsible to pay a late fee of $5 for every 15 minutes.** Parents must also sign all appropriate forms including the Early Pick-Up Form available at the office.

For their protection, children are not permitted to go home by themselves while school is in session unless a walk home authorization form was previously signed by the parents. Note that a student below 6th grade is not allowed to walk home without an authorized adult or older sibling companion attending 6th grade or above. The school staff can administer only minimal first aid. If a parent is not available, the designated emergency person will be reached (as per Student Emergency Form). Unless we receive a written note or email from a parent, a child will only be released to the people who are listed on his/her Student Emergency Form.

Suspected Cases of Abuse / Neglect Reporting

Texas law § 261.101 requires that any school employee who knows or suspects that a child's health or welfare has been or appears to have been harmed as a result of child abuse or neglect must report the case to local law enforcement and/or Child Protective Services. All questions regarding abuse/neglect, the reporting must be directed to Child Protective Services, not the academy. School officials are not permitted to investigate the suspected abuse situation. It is NOT recommended that school officials notify the parents that a report is being made. Rather, staff members must report suspected cases, and cooperate with and allow Child Protective Services to determine if abuse or neglect has occurred. Students who come to school with suspicious looking marks or bruises on their person, should be sent to school with a note of explanation to allay any concerns or doubts. For more information on reporting as well as what constitutes "neglect" or "abuse", please refer to the Texas Department of Family and Protective Services website.

Emergency Procedures

IQA will remain in session until the daily dismissal time unless there is an emergency in the building, or when inclement weather develops while school is already in session. We must ask all parents to please make certain that their child knows where to go when parents are not at home in case of early dismissal.

Inclement Weather Conditions

Listen to local TV and radio stations for the latest information concerning the closings and delays of school. **When the Richardson Independent School District (RISD) closes, delays, or dismisses school early due to bad weather, then IQA will do likewise for parent and student convenience.**

IQA does reserve the right to hold or cancel classes in spite of RISD determinations when it is deemed appropriate. In such cases parents will be notified through an email or through a Remind message.

Fire and Disaster Drills

Students will practice safety drills routinely. In the event of fire or other disaster an emergency plan will be put into effect to assure as much protection of the children as possible.

Responding to Crisis Situations

A crisis telephone contact tree will be made by each homeroom teacher each year to facilitate smooth and swift communication to parents in the event of a crisis situation that disrupts the normal operation of the school. Parents interested in becoming key phone tree members of any homeroom class are requested to talk to the homeroom teacher. We seek refuge in Allah from calamity and harm.

Student Behavior Expectations

It is the responsibility of every student and parent to have read and be aware of IQA's behavior expectations. This policy serves as the first, and in some cases, the only warning to be issued to students for inappropriate behavior. Not knowing the rules and regulations specified in this policy will NOT be considered a valid excuse for violations.

Preparedness: Do not prepare your shield on the battlefield (African Proverb). Students are expected to come to class prepared and equipped with all supplies, materials, and completed assignments. Toys, games, and other distracting objects that are not appropriate for the classroom should not be brought to school. Such items will be confiscated and returned only to the parent. Students should also be prepared physically by being well rested and fulfilling other needs such as drinks and restroom visits during designated times. School restrooms may be used before school, during breaks, lunchtime, or with the permission of the teacher. Loitering in restroom areas is not allowed. If a student has a special medical problem requiring more frequent trips to the restroom, parents/guardians should inform the teacher and keep an updated doctor's note on file in the office.

Cleanliness: Purity is half of the faith (Hadeeth). Students are expected to help maintain the overall beauty of the school by disposing of all trash and other refuse in the appropriate containers. Desks, lockers, and other storage areas should remain organized and clean at all times and may be inspected at any time for this purpose. If a student notices trash anywhere at the school, it is the student's duty to put the trash in the appropriate container. Restrooms must also be kept clean through appropriate use in accordance with the Sunnah of the Prophet (peace be upon him).

Safety: Students must always be mindful of safety for themselves and others, following all rules and regulations that lend to a clean, safe environment. Students must walk and not run in the Dallas Central Mosque. This includes ALL transition times. Students are expected to remain on the school premises in their assigned areas at all times until they leave for home. The office should be advised when it is necessary for a student to leave the school at other times. Harmful objects and weapons are not permitted.

Appropriate Speech: Students are expected to beautify their speech with the remembrance of Allah and to refrain from all foul language. Foul language may include anything from profanity to gossip and backbiting to outright lying. Such speech is not permitted at IQA. Students must also speak at the appropriate times by participating in classes while refraining from talking when asked to do so. Students are expected to respect the etiquette of the prayer area. If talking becomes necessary there, the students or adults shall conduct the conversation outside of the prayer area.

Hallway Rules

- Show respect, ensuring that you don't ignore requests and have control over body language)
- Walk quietly in the hallway and keep your body to yourself; no running, pushing, or shoving.
- Keep to the right of the hallway and walk behind the person in front of you.
- Go directly to your next class
- Speak in a normal tone of voice; no yelling or screaming

- Keep the hallway clean. No littering
- All students are required to have a hall pass when out of class during instructional time and must present it to staff upon request.
- Eating or drinking in the hallways is prohibited.
- Do not touch or damage bulletin boards, displays, or other school properties.

Locker Area Rules

- Lockers are assigned to students at the beginning of the school year
- Students are not allowed to switch locks or lockers without permission from the administration
- Lockers are to be used to store school supplies and personal items necessary for use at school
- Students must keep lockers locked all the time using school-issued locks and must not share locker combinations with others.
- Students must keep their lockers in a clean and orderly manner- dispose of and trash old papers regularly.
- Lockers are the property of the school. IQA reserves the right to inspect lockers and lockers contents at any time, without notice, and without parental/guardianship or student consent to ensure they are being maintained in accordance with the conditions of Locker Rules.
- Students may access lockers before and after school and minimize visiting lockers during transitions. Excessive trips to the lockers may result in the loss of the privilege of having a locker.
- Locker's decorations must be appropriate and not cause damage (e.g., using damaging adhesives).

Islamic Character Education

The Character Education at IQA is of paramount importance and, as such, it has been made part of the academy's mission. Students need strong beliefs, character, and morals in addition to knowledge to succeed in this life and the Hereafter. With that in mind, IQA has based its Character Education on the Book of Allah and the life of the Prophet Muhammad (peace be upon him). Believing that the source of all goodness is Allah, and that the Prophet Muhammad (peace be upon him) represented that goodness in his lifestyle, IQA's curriculum strives to engender those divine values into the character of its students.

Gender Relations

- Maintain professional/ Islamically appropriate distance. Allow for personal space.
- No physical touching
- Verbal and nonverbal conversations, either in person or online, must be Islamically appropriate.
- Avoid compromising situations (sitting alone with the opposite gender without supervision).
- Practice modesty and uphold IQA values in and out of school.

IQA Uniform

The IQA uniforms are customized by Verona collection, which is a local business owned by a Muslim Sister. All items **must** be purchased from Verona. Items can be purchased in store or online at www.verona-uniforms.com.

Uniforms can also be purchased in-store at their Plano location.

3101 W Spring Creek Pkwy
Suite 600
Plano, Texas 75023

Website: www.verona-uniforms.com
Store Phone Number: (469) 443-0910
Email: info@verona-uniforms.com

Uniform Specifications:

Elementary School Boys- Pre-K thru 5th Grade

- Green long sleeve/ short sleeve polo shirt
- Khaki pants

Elementary School Girls- Pre-K thru 5th Grade

- Green Polo dress offered in long sleeve and short sleeve
- Straight leg khaki pants
- One-pieces khaki hijab (Amirah style)- optional

Middle and High School Boys 6th thru 10th Grades

- Black long sleeve/ short sleeve polo shirt with khaki piping around the collar and sleeve
- Khaki pants

Middle and High School Girls 6th thru 10th Grades

- Customized IQA black abaya
- Customized IQA black tunic (optional, can be used on both regular days and PE days)
- Straight leg khaki pants
- Khaki hijab

11th-12th Students:

- Senior high school students are expected to adhere to a dress code of “business casual” while taking classes at both the IQA campus and the Richland College campus.
- The IQA administration will provide guidance to students on how to dress professionally and Islamically and reserves the right to determine the appropriateness of any/all attire.
- The intent of this policy is to help IQA students transition to life beyond high school and to engage in practices that will help IQA students become responsible citizens while enabling them to make their own choices.

Sweaters/Jackets:

- No Hoodies allowed except for IQA hoodie with tear-drop logo.
- Sweaters/jackets must be either solid Hunter green or Black.

PE Uniform:

- Girls: Long athletic IQA gray shirt and solid black sweat pants.
- Boys: Gray athletic IQA shirt and solid black sweats.
- Shoes must be safe for physical activity

General Uniform Policy:

Appropriate clothing and a student's general appearance at an Islamic school should reflect modesty, moderation, and neatness and should not draw undue attention to the individual. We believe that a school uniform best meets these goals with the least problem of enforcement. The dress code policies also apply to field trips, school events, and graduation (unless otherwise stated).

- Students without proper uniforms will not be allowed to attend classes. Parents will be contacted to bring the missing uniform item or the students will be sent home and marked for an unexcused absence if parents are unable to comply.
- Students should come to school in good hygienic condition – bathed, nails clipped, deodorant, teeth brushed and hair combed.
- Uniforms must be kept neat, clean, and free from stains, wrinkles, holes, and bad odor.
- Sandals, open-toed, crocs, high-heeled shoes and/or skates are prohibited.
- Hats, bandanas, jewelry, & other clothing/accessories in addition to the uniform are prohibited.
- Make-up, nail polish, unconventional hairstyles, excessive perfume/cologne are prohibited.
- For the safety of the children, jewelry is not to be worn during physical education class. IQA will not be responsible for any lost jewelry.
- Relaxation/alteration of uniform specifications for PE is at the discretion of the PE teacher and the Principal and/or his/her designee.
- Compliance with the uniform policy is judged by the administration of the academy.
- Boys hair should be kept neat and clean and out of the eyes and hair length must be above the collar and out of eyes. No hair styles that draw attention are allowed: This includes having ponytails, dreadlocks, hair coloring, dying hair, braids, and wearing hair in a bun with a rubber band.

Non-compliance with the school uniform will be subject to disciplinary action as outlined in the school discipline policy. Students may be subject to be sent home & marked absent for the day

Attendance Policy

IQA's attendance policy is implemented in compliance with the State of Texas education code § 25.085 and related statutes concerning compulsory school attendance.

Any student who does not attend school by the fifth school day of the academic year will automatically have their name removed from the class roster unless prior written notice was submitted (email preferred) to the office and the tuition for the first month has been paid in advance. Absences will be recorded for the student until they appear and the related consequences will apply depending upon the reason for the absence.

As part of our updated policy, students will only be allowed up to 3 unexcused absences in a quarter. Any additional unexcused absences may cause the quarter average to decrease by a letter grade.

Tardy Policy

The morning assembly begins at 7:40 A.M. indicating the start of the school day. Lateness to school is defined as not being at the assembly by the start of assembly. **Any student not at the assembly by 7:45 A.M. is late to school and will be marked tardy by the homeroom teacher.** In the first period, no teacher will permit a student into class without a pass from the office.

- Students arriving after 7:45 A.M. are marked late and tardy **for that school day**.
- If a student is late for 5 times, it will result in 1 unexcused absence
- If a student arrives after 10:00 A.M. due to an unexcused tardy, it will be marked as one unexcused absence.

Planned Short Term Absences

- Arrangements should be made 24 hours in advance through the main office for excused absences such as medical/dental appointments, etc.
- Parents are required to notify the school in writing (email preferred) upon the student's return to school.
- For absences of 2 days or less, parents must send an email explaining the reason for the absence. The school usually only excuses absences due to student illness, family emergency and severe weather conditions. Absences of 3 or more days in length will require a note from the doctor in addition to parent email.
- Medically excused absences are not accepted after thirty days from the date of the absence and must be on the doctor's stationary. Medical excuses must also be on file to exempt a student from PE class or to allow the student to take prescribed medications while at school (please refer to our policy for administering medication).

Planned Long Term Absences

We would like to remind both parents and students of our process for planned absences. It is crucial that this process is followed. Failure to do so will result in an unexcused absence for those classes missed.

- Students need to pick up a planned absence request form from the office. Parents of secondary students (5th grade and up) may pick up the Absence Form and help their child (ren) to follow

the procedures. Parents of students enrolled in elementary grades (4th grade and below) **must** pick up this form and help their child (ren) collect the makeup work from all teachers.

- Students and parents must schedule a conference with all teachers and can use the conference to have teachers complete the form, including current grade, attendance in class and work to be completed, with a due date.
- Makeup work needs to be turned in within one week of return.
- Students/Parents **must** turn in all make-up work, collect teachers' signatures on the planned absence form verifying the completion of all assignments and turn in a copy of the completed form to the main office **within a week of their return.**
- Examples of excused absences include: verified illness, death in the family, documented medical appointments/procedures. **School will excuse no more than 15 school days for such a reason.**
- Tuition for the respective period must be paid in advance. The administration should be notified of any change in the circumstances of the extended absence.
- If approved, instructors will be informed and, where it is reasonable. Teachers are **not expected** to prepare an alternative to their classroom preparation, class discussions, testing, etc. Ordinarily, it will be the responsibility of the family to acquire tutoring when a student falls behind because of planned absence.
- When a planned absence is not approved, it is considered an unexcused absence and therefore, instructors may not assign or accept any make-up work.

Absences Due to Vacation During the School Year

Family trips and vacations should occur ONLY when the school is not in session. Family vacations have caused problems for students and faculty attempting to maintain academic quality. With vacations in both the winter and spring, **IQA will not accept responsibility for providing special assignments and examinations for students not in attendance because of family vacations.** IQA may excuse a maximum of 3 school days and as a condition for an excused absence due to family vacation travel students will be responsible to pick up and make up all missed work in addition to completing a travel portfolio documenting what they have learned on their trip. **Students needing to take a midterm or final exam early due to travel, will be charged $50 per exam.**

Parents and students especially need to understand that any choice to extend vacation times, whether at the start of school, in October, Thanksgiving, Winter, Eid or Spring Break, will bring about serious issues regarding attendance. Students and parents who choose to extend vacation periods could be jeopardizing the student's seat because of absenteeism and should seriously consider those choices ahead of time. **More than 15 days unexcused absences in one academic year may result in expulsion from the school.**

Absences Due to Early Summer Travel

Parents who are planning to take their students on summer vacation prior to the end of the school year must be aware that their students will be responsible for completing all tests, projects, and assignments prior to their departure. This may include self-study for topics not yet covered in class. Needless to say,

this requires notifying the school office and teachers no less than **one month** in advance of their departure. Students who fail to follow the aforementioned procedures will not receive credit for missed work. If the student is leaving early for a non-emergency reason, his/her absences will also be unexcused and **could result in loss of the student's seat for the forthcoming year**.

Unexcused Absences

- Unexcused absences include family vacation for a non-emergency reason, truancy, excessive tardiness, and school missed due to out-of-school suspensions.
- The academy is not required to provide make-up work, including tests and project due date extensions for unexcused absences.
- Each occurrence of an Extended Unexcused absence is subject to a disciplinary referral.
- Every 3 unexcused absences in a quarter will result in a drop of quarter average by a letter grade.
- **More than 15 days unexcused absences in one academic year may result in expulsion from the school.**

Use of Personal Electronic Devices at School / Cell Phones

Students in Grades 1 through 10 are **prohibited** from bringing cell phones and other communication devices (such as tablets, smartwatches, etc.) onto school property unless they have an approved exception. If a student in these grades is found with a device during school hours, it will be confiscated and returned only to a parent or guardian. Exceptions will only be made to students who need a phone for walking home or medical reasons with prior approval from the administrator and a written request for the exception, along with appropriate documentation (e.g., a doctor's note for medical reasons). Approved students must turn their phones into the front office upon arrival at school and can retrieve them at the end of the school day/upon dismissal.

Parents who need to contact their child during school hours should go through the school office.

- Staff members are authorized to confiscate devices found in violation of this policy.
- Confiscated devices will be returned only to parents or guardians.
- **First Offense**: The device will be confiscated, and a $25 fee will be charged. A meeting with the student's parents will be required.
- **Second Offense:** The device will be confiscated, and a $50 fee will be charged. Another meeting with the student's parents will be required.
- **Further Offenses**: Additional disciplinary measures may be taken, including, but not limited to, detention, suspension, or loss of device privileges for an extended period. The school is not responsible for lost, stolen, or damaged devices.
- All 11th and 12th-grade students are required to turn in their phones to the administration office each morning and may retrieve them at dismissal.

IQA does not assume any responsibility for lost, stolen, or damaged devices brought to campus.

Refusal to relinquish the electronic device may result in an escalation from a level one infraction to a level two infraction. .

Social Media Rules/ Technology

- Be mindful of what you post online. What you post can have lasting consequences.
- Always use respectful language online and in person.
- Respect the privacy of others. i.e., taking pictures/ videos of others without permission and do not share inappropriate or hurtful content with others.
- Do not use technology to cheat or plagiarize
- Protect your privacy and the privacy of others. Do not share passwords with others and always logout of your devices when not in use.

Discipline policies

Infractions/Demerits

The IQA Administration is in constant pursuit to update and implement policies, procedures and methodology to make the school culture and environment safe and in line with islamic code of conduct.

In order to make the discipline policies more clear and concise we are dividing the infraction into levels based on the severity.

Each violation is given demerit points which will be added to the students record and will continue to accumulate through the course of the quarter. When a required number of demerit points are reached, it will cause a student to go into detention.

Each infraction is logged into Sycamore and is emailed to the parent via the Pass -A- Note feature (if enabled from the parental portal). This applies to any and all infractions, including, but not limited to: acts of misconduct, verbal warnings, administrator notes, and counselor observations.

- Infractions valued at 7+ demerit points will be subject to suspension.
- **10+ demerit points** – Parents will be notified via phone to inform parents that their child has ten demerit points. Students will be at risk of qualifying for any programs that are tied to demerit points (participation in incentive programs, clubs, and extracurricular activities)
- **20+ demerit points**: IQA Administration will meet with the parents to inform them of the infractions and review with the parents and students (if applicable) that they are approaching the threshold for non-enrollment. At this point, students will be referred to behavioral counselors or outside counseling to address the behavior.
- **30 demerit points**: IQA administration will send a certified letter of possible non-enrollment, and a copy will be scanned and placed into Sycamore.
- **35+ demerit points**: IQA administration meets with parents again to discuss the severity of the situation and also has parents sign off on a letter or acknowledgement that if their son/daughter reach 40+ demerit points they will be asked to un-enroll. Students will be given automatic Out of School suspension for 5 days. This puts all students at risk for enrollment and/or probation during re-enrollment for the following academic year.
- **40+ demerit points**: Given the situation, the parents may be asked to unenroll, or expulsion will be applied.

Any student with unsatisfactory academic results or with discipline/behavioral issues is not guaranteed re-enrollment for the following year even if paperwork and fees have been submitted in due time. If your child has 40+ demerit points or more, their eligibility for re enrollment will be at risk. Students who are asked to leave due to discipline (have 50 or more demerit points) must wait 2 academic years prior to attempting to re-enroll at IQA.

Infraction Levels	
Level 1	Violations that cause disruption to the orderly conduct of the classroom or school operations
Level 2	Violations that exhibit poor character and are not life-threatening
Level 3	Violations that are life-threatening, damaging to the property, and/or islamically immoral
Level 4	Violations that are serious, illegal, and possibly require law enforcement agencies to intervene

Level 1

Violations and Demerit Points		
Level 1	**Violations causing classroom or school disruptions**	**Demerit Points**
Chewing Gum	Chewing gum	1
Coming unprepared to class	Repeatedly forgetting to bring necessary supplies to class and asking to leave in order to retrieve the items	1
Excessive talking	Talking out of turn Talking to peers during lesson w/o permission	1
Inappropriate hair	For Male students: ● Dyeing them in unnatural colors ● Wearing man buns, ponytails For Female students: ● Shaven ● Dyeing in unnatural colors	1
Make up/Nail Polish	Wearing excessive make-up Nails painted hindering wudu jewelry that can be a choking hazard	1
Poor Eating Etiquettes	Throwing food at each other Making fun of other people's food choices Walking around while eating	1
Tardy to Class	Coming late to class	1
Uniform Violation	Wrong pant or shirt/Jumper Wrong color of hijab or hoodie Out of uniform	1
Using Elevator without Authorization	Entering the elevator without permission	1

Violations and Demerit Points		
Level 1 (continued)	**Violations causing classroom or school disruptions**	**Demerit Points**
Disruptions during Salah	Laughing Pushing each other Distracting other during salah	2
Disruptive Behavior	Moving furniture Making unnecessary noises Throwing things in the air	2
Engaging in off task Activities	Doing assignments for other class Bringing distracting devices/toys	2
Horseplay	Getting engaged in play/activities that can lead to injuries	2
Incomplete Assignments	Assigned work was not completed by student No attempt made to complete an assignment Engaging in off-task activities and not following directions	2
Skipping Class	Loitering in hallways, hanging out alone or with others in unassigned areas and not reporting to class	3
Sleeping during Class	Dozing off and not being attentive	2
Unsafe Behavior in Hallways	Running jumping Pulling off Wall Decor Horse playing	2
Wasting time in the Restroom	Prolonging restroom use and delaying return to the assigned area	2

Level 2

Violations and Demerit Points		
Level 2	**Violations that exhibit poor Character and are not life-threatening**	**Demerit Points**
Disrespect to Mushaf	Throwing Mushaf around Tearing Mushaf it Mispronouncing words to make a mockery Stepping on Quran or leaving it in bathroom or on the floor	3
Inappropriate use of Devices	Visiting unauthorized/inappropriate sites Viewing mature content Sharing irrelevant content with peers	3
Loitering outside or in hallways without hall pass -Secondary	Leaving assigned area and loitering in hallways or outside in the grounds	3
Talk Back Disrespectfully	Disrespecting school staff including teachers, admin or janitorial staff	3
Unsafe Outside behavior	Breaking playground equipment Throwing balls/equipment outside the school property Breaking away and loitering away from the group	3
Islamically Inappropriate Behavior	Refusing to join the congregational salah Delay in the restroom Not maintaining proper gender boundaries	4

Level 3

Violations and Demerit Points		
Level 3	**Violations that can be life-threatening, damaging to property and/or islamically immoral**	**Demerit Points**
Intermingling	Inappropriate touching or intermingling between genders	4
Stealing from others	Theft of money or property	4
Academic Dishonesty	Copying off of someone else's work attempts to attain academic credit through dishonest, disrespectful, irresponsible, untrustworthy, or unfair means. **This explicitly includes the unauthorized generation of course assignments, essays, homework, or exam answers using Artificial Intelligence (AI) platforms (e.g., ChatGPT, Claude, or similar tools) and submitting them as one's own authentic work.**	5
Misbehavior during Field Trip	Not following teacher's instructions Being disruptive Breaking area rules	5
Plagiarism	Taking someone else's work, ideas, **or AI-generated text/media,** and passing them off as one's own unique creation without explicit, prior teacher permission and proper academic citation	5
Possession of Pornographic Material	Possessing or distributing inappropriate or un-islamic material	5
Threatening a teacher	Show hatred to teacher, threaten to bring harm	5
Unauthorized entry	Attempting to enter without permission into classrooms, front office, or staff vehicles	5
Use of Foul Derogatory Language	Name Calling Using racial slurs	5
Verbal Bullying	Calling names Making fun of physical attributes Using abusive language Back-biting Spreading rumors	5

Wielding dangerous object	Using dangerous/sharp objects to hurt or threaten others	5
Physical fight	Engaging in a physical fight that can harm someone	5
Walking out of school premises	Leaving school premises during school hours without permission	7
Violations and Demerit Points		
Level 3 (continued)	**Violations that can be life-threatening, damaging to property and/or islamically immoral**	**Demerit Points**
Defacing School Property	Causing damage to school property/ premises such as: -Breaking furniture -Drawing on the walls -throwing trash in the hallways -writing on furniture -sticking chewing gum under/on the furniture -defacing the restroom stalls -spilling water in restroom - throwing cleaning wipes to water closet	8
Physical Bullying	Hitting other kids Engaging in unsafe behavior Hiding other students' property	8
Physical Assault	Engaging in a physical attack that can be life threatening such as choking, suffocating or seriously injuring someone	10
Smoking/Vaping	Use of smoking devices	10

Level 4

Violations and Demerit Points		
Level 4	**Violations that are illegal**	**Demerit Points**
Arson	trying to set school's property on fire	50
Assaulting School Staff	Attacking a staff member so as to physically harm or injure	50
Cyber Crime	Hacking into school's learning management	50

	system with the intent of : -causing disruption -changing record(s)	

Violations and Demerit Points		
Level 4 (continued)	**Violations that are illegal**	**Demerit Points**
Possessing/Displaying a gun/knife or assault weapon	Displaying or possessing a weapon or a lookalike	50
Possession of Alcohol/ Illegal drugs	Possessing intoxicants of any kind	50
Vandalism	Damaging school property or premises so as to require: - professional clean-up - Hazardous material (HAZMAT) clean-up - expensive repair or restoration	50

Detention Policy

A student with infractions totaling 10 demerit points will be detained from the hours of 3:30 pm-4:30 pm. During this time, the student will be monitored and given tasks to perform such as, but not limited to, self-reflective written assignments related to the student's infraction. Students are not allowed to play, eat, sleep, rest, or do nothing during this time. If the detention occurs during or after lunch, parent(s) are notified (via email or phone) by the end of day and the student serves detention the following day after school. Detentions will not be scheduled on Fridays or weekends. Any student who fails to show up for detention, without a valid excuse or reason, will serve an additional detention (2 detentions total).

Any student with unsatisfactory academic results or with discipline/behavioral issues is not guaranteed re-enrollment for the following year even if paperwork and fees have been submitted in due time. If a student has 40+ demerit points or more, their eligibility for re enrollment will be at risk. Students who are asked to leave due to discipline must wait 2 academic years prior to attempting to re-enroll at IQA.

Incomplete Work

As an initiative to ensure academic success and teach accountability, students who do not complete their assigned work during class time and fail to return assignments in a timely manner will have to attend the After School Success Session to complete their work.

Principal's Discretion

No code may be expected to list each and every offense that may result in the use of disciplinary proceedings regarding a student. The above infractions, violations, penalties, and procedures shall serve as a guide. However, this does not preclude the discretionary authority of an administrator to impose further penalties after consideration of the student's overall disciplinary record and the severity of the infraction. Likewise, flexibility will be used with regard to the developmental level of students who may not understand the seriousness of some behaviors.

Grievance & Conflict Resolution Procedure

During the academic year problems and misunderstandings between students, parents, and teachers may arise. The best way to resolve these problems is to keep an open, yet orderly channel of communication between all parties. The following is a strategy that will allow, inshallah, an open channel of communication between parents and the staff of IQA. IQA has established the following **grievance and conflict resolution** procedure for parents to follow in case of any grievances or issues that are directly related to your child:

Step 1: Make an appointment with the teacher of your child to discuss issues and concerns. Remember that teachers will not be able to have conferences and lengthy conversations in the classroom or in the hallway during class time. Email the teacher or leave a message at the school office requesting an appointment. Please allow up to a maximum of 2 business days for an appointment to be scheduled. If you are not satisfied with the results from a teacher conference go to Step 2.

Step 2: Contact the school office and request a conference between yourself, the teacher, and the Department head. The office will contact you with the conference time and location. Please allow a maximum of 2 days for the IQA office to establish a conference unless it is an issue that threatens immediate safety, physical, mental, or emotional health or constitutes a criminal act. If you are not satisfied with the results of this conference, go to step 3.

Step 3: Contact the school office and request a conference between yourself, the teacher, and the Principal. The Principal's office will contact you with the conference time and location. Please allow a maximum of 2 days for the Principal's office to establish a conference unless it is an issue that threatens immediate safety, physical, mental, or emotional health or constitutes a criminal act. If you are not satisfied with the results of this conference, go to step 4.

Step 4: Use email to bring the matter to the attention of the IQAMC through the Principal. Please include your concerns and the results from the previous meetings. **Please allow up to seven days for a written response from the school board** unless it is an issue that threatens immediate safety, physical, mental, or emotional health or constitutes a criminal act.

Step 5: If the matter is still not resolved, a face-to-face meeting may be requested with the IQA school board in order to reach a satisfactory resolve.

IANT Quranic Academy

IQA Parent Compliance Agreement

Please Initial Each of the Following:

_____ I have read and understand the IQA Student/Parent Handbook.

_____ I am aware that it is the responsibility of every student and parent to have read and be aware of IQA's policies. This handbook serves as the first, and in some cases, the only warning to be issued to students for inappropriate behavior. Not knowing the rules and regulations specified in this handbook will not be considered a valid excuse for violations.

_____ I have read and I agree to abide by the rules and regulations in this handbook and support the school in its implementation to the best of my ability.

_____ I understand that school policy and procedural changes may occur periodically. I agree to comply with the most recent officially approved version of any policy or procedure.

Consent for school use of Photographs, Use of Name, & Student Work in School Publications: (check one of the following)

_____ I give my consent _____ I do NOT give my consent

Consent for school field trips and release:

_____ I give my consent for my child to participate in school field trips and release the school from liability, provided that due diligence is exercised to ensure student safety.

_____ I do NOT give consent for my child to participate in field trips.

Student Name _____ Signature_____

Parent/Guardian Name _____ Signature_____

Sign this form, remove and return this page to the homeroom teacher by the end of the first week of school.

IANT Quranic Academy

Appendix

Classroom Rules

- Respect your teachers and others
- Raise your hand to speak, and do not speak out of turn.
- Follow directions and participate in class activities/discussions
- Keep hands and feet to yourself
- Take care of school property
- Turn in assigned work on time
- Do not leave the classroom without the teacher's permission/hall pass

Playground Rules

- Be prompt in leaving the playground to return to the classroom
- Always stay within the school property
- Speak to others politely and without raising your voices
- Stay off the trees and fences
- Stay out of the playground before and after school unless you have permission.
- Stay out of parking areas
- Observe and obey safety rules
- Follow the directions of teachers and/or other adults on duty
- Keep school grounds clean

School Property Rules

- Keep all school furniture and property free of damage and graffiti (this includes desks, classroom walls, bathroom walls, and other areas in the school)

Musalla Rules

- Report to the Musalla upon hearing the Athan
- Walk quietly into the Musalla, & pray Sunnah
- Sit properly in the Musalla
- Keep quiet and respect the Musalla and Salah
- Be prompt for Salah
- Leave Musalla quietly once called by duty teachers

Bathroom Rules

- Ensure that the toilet seat is clean after use
- Boys are to sit, not stand, when using the bathroom
- Clean yourself with water, as per the Sunnah

- Wash your hands with soap when you are finished
- Finish your business in the bathroom quickly without socializing and playing.

Locker Area Rules / Hallway Rules

- Lockers are assigned to students at the beginning of the school year
- Students are not allowed to switch locks or lockers without permission from the administration
- Lockers are to be used to store school supplies and personal items necessary for use at school
- Students must keep lockers locked all the time using school-issued locks and must not share locker combinations with others.
- Students must keep their lockers in a clean and orderly manner- dispose of and trash old papers regularly.
- Lockers are the property of the school. IQA reserves the right to inspect lockers and lockers contents at any time, without notice, and without parental/guardianship or student consent to ensure they are being maintained in accordance with the conditions of Locker Rules.
- Students may access lockers before and after school and minimize visiting lockers during transitions. Excessive trips to the lockers may result in the loss of the privilege of having a locker.
- Locker's decorations must be appropriate and not cause damage (e.g., using damaging adhesives).
- Show respect, ensuring that you don't ignore requests and have control over body language)
- Walk quietly in the hallway and keep your body to yourself; no running, pushing, or shoving.
- Keep to the right of the hallway and walk behind the person in front of you.
- Go directly to your next class
- Speak in a normal tone of voice; no yelling or screaming
- Keep the hallway clean. No littering
- All students are required to have a hall pass when out of class during instructional time and must present it to staff upon request.
- Eating or drinking in the hallways is prohibited.
- Do not touch or damage bulletin boards, displays, or other school properties.

Bus Rules During Field Trips

- Arrive on time to the bus for the field trip
- Follow the school rules and instructions of teachers/Chaperones at all times.
- Show respect to everyone, including teachers, classmates, and the people in public.
- Show the best representation of Muslims and the IQA community.
- Remain seated on the bus for the entire trip and sit in your assigned seat
- Wear appropriate attire and footwear as outlined in the field trip form
- Leave valuable items at home.

Social Media Rules/ Technology

- Be mindful of what you post online. What you post can have lasting consequences.
- Always use respectful language online and in person.
- Respect the privacy of others. i.e., taking pictures/ videos of others without permission and do not share inappropriate or hurtful content with others.
- Do not use technology to cheat or plagiarize
- Protect your privacy and the privacy of others. Do not share passwords with others and always logout of your devices when not in use.

Dismissal Rules

Main Building Grade 6-10th

- Students will be dismissed via driveline.
- Remain seated at all times
- Proceed directly to the car upon arrival
- Follow directions given by teachers on duty at all times
- Students will be released to attend clubs or tutoring at 3:30 pm
- Keep personal items with you at all times
- Students are not permitted to go to the playground area
- No food or drinks during dismissal time (except approved sales)
- Students must remain in full uniform dress code (including hijab for girls)

Gender Relations

- Maintain professional/ Islamically appropriate distance. Allow for personal space.
- No physical touching
- Verbal and nonverbal conversations, either in person or online, must be Islamically appropriate.
- Avoid compromising situations (sitting alone with the opposite gender without supervision).
- Practice modesty and uphold IQA values in and out of school.

Parties

Each grade level will be limited to two annual parties. These parties are to be scheduled at the end of the day and must be held in the cafeteria. Cleaning up is the responsibility of the teacher and students. Islam discourages the celebration of birthdays and non-Islamic holidays, and parties for these occasions are prohibited at IQA. Acceptable occasions include, but are not limited to:

- Eid-ul-Fitr
- Eid-ul-Adha
- Post STAAR
- End-of-year
- Juzuu' Completion Celebration
- Completion of the Quran Memorization