

Code of Conduct

BEHAVIOR

- Students are expected to treat each other with respect at all times. Bullying or physical altercations will not be tolerated.
- Students must respect the masjid: defacing and damaging property will not be tolerated.
- Students should be in their seat before class starts. Please see Attendance Policy section for more details.

DRESS CODE

Respectful Islamic dress code for performing Salah is required for both boys and girls. Including, but not limited to the following:

- Loose clothing that covers the necessary parts of the body
- No disrespectful pictures or language on clothing
- Girls: head cover necessary and should properly cover the hair
- Boys: no shorts

SAFETY

- Parents are no longer allowed to drop students and gather in the hallways. They can drop the students either by the stairs towards the gym or escort them up the elevators to the point of Education Office.
- Students are not allowed to leave the masjid grounds without a parent or guardian. During breaks, they are to be inside the building premises and not in the parking lot either.

ATTENDANCE POLICY

- Regular attendance is essential to acquire benefit from the program. However, we understand that occasionally a student may need to be absent due to family, medical, or school reasons.
- Students will be allowed a maximum of 3 absences during a single semester. You will receive a reminder by email when your student has missed classes.
- A total of 3 tardy slips is equivalent to 1 absent. Once you exceed 3 absences for the semester, your attendance grade for each subject will be negatively impacted.
- At the discretion of Rufqa Program coordinator(s), parents may be called for counseling if such situation arises.

CLASSROOM ETIQUETTE

- Students are expected to sit close to the front of the classroom
- Students are expected to take notes which will help them prepare for quizzes and exams
- Students should ask questions to have a more interactive class
- Students should be patient during class
- They should not be shy to say "I don't know"
- Students should not be eating during class or in the classroom area during breaks
- Cell phones must be put away on "do not disturb" mode or switched off. Any phone seen by instructor will be taken away and only returned at the end of class.