



The Islamic Education School  
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TIES was established to provide a haven for Muslim children in a non-Muslim society. Protecting our student's morals and Islamic identity is paramount to our mission of successfully ensuring that our students grow up as practicing Muslims. As such, in our schools:

- TIES is a private tuition-based institution. We provide a service for an annual fee. This fee is due by the 1st day of school. However, a payment arrangement may be made available upon your request. This arrangement includes 1) a deposit and 2) monthly payments totaling the remaining balance. Timely payments are necessary for our school's operation. Delinquency is grounds for termination or suspension of our services to your student. If your family experiences financial hardship, it is your responsibility to contact our office to seek permission for a payment extension or restructuring. By enrolling your child into TIES, you are acknowledging that tuition must be paid monthly or risk cessation of services. [REDACTED]
- We teach according to the school of Imam Ash-Shaf<sup>^</sup>iy. While we acknowledge the permissibility of following any of the rightly guided scholars such as Malikiyy, Hambaliyy, or Abu Hanifah we are implementing the rules according to ash-Shaf<sup>^</sup>iy for uniformity. [REDACTED]
- TIES is a school that puts the best interest of the child first, so we are unable to take children with known behavioral issues or special needs depending on the extent of the IEP. By enrolling your child, you are acknowledging that your child does not have any known behavioral issues or special needs that may require resources we are unable to provide. [REDACTED]
- We only allow hand-slaughtered halal meats in our building. This means that products such as meat from many commercial restaurants, supermarket meat products, etc. will not be permitted and will be disposed of if found in the building. Also, items that contain meat by-products such as gravy, gelatin, soup, etc. must be from a halal source. [REDACTED]
- During the month of Ramadan, all students that are 7 lunar years or older, are required to fast unless there is a valid religious excuse. The lunar calendar is emphasized in our schools as this is the measurement that has been used throughout Islamic history. Based on your child's birthdate they will reach 7 lunars approximately \_\_\_\_\_ . [REDACTED]
- We do not celebrate any non-Islamic holidays or practices such as birthdays. We help our students focus on other occasions that are the habit of Muslims worldwide such as prayer or covering parties, successfully memorizing segments of Qur'an, Hadith, etc. [REDACTED]

- Children must always be covered in a way that emphasizes modesty and covers all the area that is not permitted to be seen when one is preparing to pray. Adherence to the TIES school uniform policy is mandatory. This is especially important with the young sisters that need to pray. They must dress in a way that ensures that every part of her body is covered except her face and hands (including the feet) and all hair is neatly tucked away. As part of the TIES Uniform Policy, girls are required to have a prayer garment for prayer time. We do not provide shared items for students to use during the prayer. This can lead to issues especially when we have issues like covid, scabies, bed bugs, etc. [REDACTED]
- For the young brothers, they need to make sure they are covered between the navel and knees, especially when praying. Ill-fitting clothing can cause parts of their bodies to become exposed invalidating the prayer and affecting those nearby. Boys should wear undershirts as a precaution against exposure. [REDACTED]
- Students are not permitted to wear make-up (including colored lip gloss), nail polish, or jewelry in school. Also, students are discouraged from wearing strong scents to school. While we recognize the benefits of oils and other matters that was loved by our Prophet, some members of our school community have breathing issues that can be affected by strong scents. [REDACTED]
- Students are entrusted to us by their parents, and this is a responsibility that we take very seriously. Advising them and guiding them to what is beneficial, for the sake of Allah, is an integral part of our responsibility as teachers and we take this trust very seriously. Children are expected to show good manners and appropriate respect towards the adults to whom they have been entrusted. [REDACTED]

#### Academic Excellence:

At TIES we strive for academic excellence by teaching a rigorous curriculum that is free from what contradicts Islam. But proficiency takes effort on the part of the staff, student, and family. Students need to be encouraged to complete assignments and dedicate a portion of their time to committing information to memory. We ask parents to help with this by:

- Establishing set times for homework and Quranic memorization [REDACTED]
- Providing a space free of distractions and clutter to assist with focus. [REDACTED]
- Dedicating a minimum of 20 minutes per day to reading and another 20 minutes for Quranic memorization. [REDACTED]
- Using encouraging language when students struggle with tasks or assignments. [REDACTED]
- Attending sessions to train parents to help their children at home. [REDACTED]

- Students that are struggling with concepts may be required to attend tutoring sessions to help them solidify their understanding of skills being taught. Students who do not attain an 80% or greater (cumulative proficiency) in all subjects will be required to attend a summer enrichment program. ■■■■■
- Incoming students will be required to join us for a Summer Language Institute. This is a half day program that will help new students get an opportunity to learn the Arabic alphabet, letter sounds, vowels (harakat), and an introduction to Qur'an. ■■■■■

#### Attendance:

- Students who attend school regularly have been shown to achieve at higher levels than students who do not have regular attendance. This relationship between attendance and achievement may appear early in a child's school career. At TIES the expectation is that students will attend daily, on-time, and for the full-day. ■■■■■
- While some disruptions to the school schedule cannot be avoided, it should be minimized for the benefit of the student and the class. Students need to arrive by 7:45am daily and are dismissed by 3pm daily unless scheduled for mandatory tutoring. ■■■■■

#### Arrival time:

- Students are expected to arrive at 7:45am daily. This allows students time to drop their things at their homeroom and prepare for assembly. Assembly is a time where we work on beneficial recitations, songs, announcements, and other matters before beginning our day. ■■■■■

#### Early dismissals:

- Early dismissals need to be scheduled with the teacher or front office. This information can be shared by phone call, email, text (where applicable), or in the homework assignment book. We will not accept communication from students about dismissal information. ■■■■■

#### Late Arrivals:

- Students are not admitted to school after 9am without a parent. This allowance is a courtesy for parents and should be seen as an exception and not a rule. Parents should make every effort to have their students in school on-time daily. ■■■■■
- Sometimes doctor appointments during the school day can not be avoided and students are permitted to arrive BEFORE 11am with a note from their provider. Students will not be accepted after 11am. ■■■■■