



Masjid Al-Tubā

PANORAMA

Early Learning Center

1 Wendy Way, Panorama
Cape Town 7500

info@panoramamasjid.co.za
www.panoramamasjid.co.za



PROSPECTUS 2023

Alhamdulillah, **Masjid Al Tubā Early Learning Centre**, in Panorama, officially started in **January 2023**.

We thank everyone involved in facilitating this to enable us to unleash the potential of these little minds!

Please refer to our Prospectus below and contact our Administrator at the Masjid to apply for admission for your child or email info@panoramamasjid.co.za for more information.

Our aim is to provide a safe, nurturing, fun and stimulating educational environment for 3 to 5 year old children, where we help them transition from the home to the Playschool and then to Preschool readiness. All this, while connecting them to their Muslim identity every step of the way.

Please note the Centre can only accommodate children who have been toilet-trained.

Our approach has an underlying theme of **living Islam while learning** in two ways:

- **for the 3 to 4 year old** we provide a variety of activities **aligned to the Montessori ethos** of learning through a variety activity stations to draw their interest, with a gentle guiding teacher to help them participate in the activities – all this aimed at improving their gross and fine motor skills as well as their language and concrete reasoning ability.
- **for 4 to 5 year old** we provide activities that are **aligned to a mix of Montessori and Educare** age-appropriate activities to further build their motor, language and reasoning skills, while preparing them for the transition to Grade R.

All this is **underpinned by building good habits and etiquettes aligned to the way of our beloved Prophet Muhammed SAW.**

Our intention is to have a 1 Teacher to 12 Children Ratio to ensure children can be monitored and that we can adequately assess how they are learning and developing through observation.

Our approach **includes the parents**, as this is key in working together with your children. Parents have a right to be valued, respected, kept informed, consulted, involved and included. We also rely on parents to follow the rules and requests from the Learning Centre and to keep us informed should there be any situation which may impact the child's behaviour at the Centre .

Using a community-based premises and lower than market fee, we depend on the goodwill of parents and their voluntary involvement, support and commitment.

Communication and alignment with parents, is essential.

Our Parent/Teacher Committee relies on members to help us make the most appropriate decisions for the learning centre.

The Executive, Trustees and Imaamat of Masjid-Al-Tubā | Panorama (PMCT)

Parow Muslim Community Trust (PMCT) - PBO No. 930028445

Executive Committee: Asger Khan (Chairman), Shavaan Jardine (Vice-Chairman), Ya'eesh Cader (Secretary), Ebrahim Parker (Treasurer), Ashraf Vanker (Assistant Secretary), Khalid Khan (Assistant Treasurer), Fawza Essa, Hamid Khan, Nadeem Khan, Ahmed Patel

Trustees: Dr Abdul Rahim Ashtiker, Noor Mohammed Fakie, Abdul Qayyum Kader, Farouk Pangarker, Rafiek Parker, Faried Salie

Imaamat: Moulana Waseem Hendricks

Our daily activities are built around routines that make children feel safe and happy in their learning environment.

- We start with a Salaam Routine for everyone, the daily recitation of Surah Fatiha and the protection duas (Quls).
- The children are engaged in a ring for a shorttime with a weekly/bi-weekly theme /concept.
- Age-appropriate activities and learning tools are available to children to interact with.
- Teachers follow, guide and monitor children as they work through these activities which are interweaved through the day with story time, free playtime, toilet time, snack time, quiet time and tidy up time.
- All routines begin with Bismillah and end with Alhamdulillah, and every opportunity to connect to the Sunnah is incorporated.

We organize the space to allow for a range of resources that children can choose from and are guided through to help build the ability to work through the activities individually or as small groups.

Outdoor play is available and will be part of the daily routine and as such outdoor clothing is essential.

Breaks for bathroom visits, eating and playing are flexibly arranged based on age.

We recognize the Masjid is a shared space with other tenant schools. As such we aim to agree times which ensure the little ones have their own space and feel safe.

Times:

- 7:30 drop off Commences. Arriving early or on time is very important.
- 8am – 12pm routines as per daily session above. A more detailed breakdown will be designed by the Teachers.
- 12pm - 2pm includes collection times, lunch, free play time.
- **The times for Collection of the little ones on Friday start from 11:30am, up to latest 12pm, to ensure that the Masjid is cleared for Jumuah preparation.**

Drop Off & Collecting Kids – Fiona Way Entrance:

For the safety of the little ones, we request parents drop off their children at the **Fiona Way entrance gate**, which is closest to the Learning Centre.

There are only a limited number of parking bays available on Fiona Crescent and we therefore request parents to please be considerate by not taking too long when dropping and collecting, to exercise patience to ensure a safe, easy flow.

Children must be collected for the latest by 2pm Monday to Thursdays; and latest 12 noon on Fridays. Please help us in adhering to the timelines.

Our application form requires us to know who will be collecting your child. In the event you choose an alternative person from that provided on the application form, the Admin Office will require written notification (email or otherwise) of the change, with the contact details of the new person. This must be received before the child is collected. We trust you will see this is in the best interest of the safety of all the children.

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Clothing & Stationery:

Please pack the following in daily - Each child requires:

- A small face cloth
- An apron
- A change of clothes for any mishaps
- A pack of crayons (**Please ensure all items are clearly marked with your child's name**)

Per Term please send:

- 1 box of tissues
- 6 rolls of toilet paper
- 1 ream of printer paper

While they will be supervised, we encourage children to gain skills to become independent, such as allowing them to go into toilet alone and taking off and putting on clothes. As such, clothing that is easy for them wear, take off and put back on, will help in them achieving this.

Lunch:

Please pack in **healthy food** for your child daily - a snack for morning break time (yoghurt fruit and some food for lunchtime should your child remain until 2pm).

Please do **Not** send any of the following items to school:

- Fizzy-drinks or undiluted juices
- Nutella on bread
- Sweet treats such cakes or sweets.
- Crisps

**School lunchboxes and bottles to be clearly marked.
Each child to bring a bottle of water along daily.**

If parents would like to put in some cupcakes/cake for kids to share, we will allow this on their birthdays only. We will however only celebrate at 12pm. Alternatively kids could take their cupcakes home with them.

Medication:

Please note that **no medication will be administered at the school**. Parents are to give provide permission for first aid to be administered, should this be required. Parents will be contacted in the case of any emergency /incident.

Policies:

The Early Learning Centre forms part of Masjid Al Ṭūbā, under the Parow Muslim Community Trust (PMCT) and is governed by these policies.

Safeguarding children is a duty to ensure children are protected from suspected or actual significant harm.

Our employment practices protect children against the likelihood of abuse in our setting and we advise anyone to immediately email and lodge a complaint by emailing secretary@panoramamasjid.co.za should there be any allegations against members of staff.

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How are we managed?

As with the Masjid Afternoon Madrassah , we have 2 committees.

- **The Parent Teacher Committee**, with elected parents of learners in attendance; and
- **The Masjid's Executive Committee** which has final oversight of the management of the Early Learning Centre.

Fees to Cover Cost:

- Fees are much lower than the current market rate, and will be subsidized through fundraising, should the fee be insufficient to cover the running costs.
- Fees will be reviewed annually, in light of costs that are to be covered and the ability to subsidize these costs.
- **A Registration Fee of R3 000,00** is due once the child is registered. This fee covers teaching tools, children's books and contributes towards the equipment needed at the centre. *Please note this is a non-refundable fee – May Allah reward you for this Sadaqatul Jariah as future students benefit from it.*
- **Annual Fees** to cover the running costs are **R18 000,00** per child. This is a discounted fee, since it is our launch year.
- Fees can be paid **monthly at R1 500,00 per month over 12 months** or R1 800,00 over 10 months. Fees are to be paid in advance, at the start of the month.
- **Full-year advance payment** and a **sibling learner discount of 5%** will also be applied.
- Fees must still be paid, even if a child is absent for a short period of time. This includes holidays and sick days.
- Invoices/Statements will be sent to the Parent indicated on the application form, as responsible for the Account.

Code of Conduct:

Islam is a most beautiful way of life, and we wish to remind ourselves to live this through our code of conduct, which is aligned to the Sunnah of our beloved Mohamed SAW.

To ensure a happy, safe, Islamic environment for all, we request that you reinforce the codes of conduct with your kids, which they will learn when attending the centre.

We trust you are as excited as we are to begin this noble venture of enriching little minds to be confident in who they are not only as Muslims but as caretakers of this earth and who believe that they can achieve anything and become the Leaders of Tomorrow!

“Seek Knowledge from the cradle to the grave” – Prophet Mohammed SAW

BarakAllahu Feekum

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