

# MADANI SCHOOLS FEDERATION

Honesty | Excellence | Accountability | Respect | Teamwork

28<sup>th</sup> October 2022 | 3 Rabi'ul Akhir 1444AH

Assalamu 'Alaikum Wr Wbr (May His Peace, Mercy and Blessings be Upon You)

28<sup>th</sup> October 2022 | 2<sup>nd</sup> Rabi'Al-Thani 1444 AH

Assalamu 'Alaikum (May His Peace, Mercy & Blessings Be Upon You)

## Madani Schools Federation | Parent Carer Day 2022

I am writing to invite you to the upcoming Parent/Carer Day at Madani Schools on **Thursday 10<sup>th</sup> November 2022 from 10AM – 6PM.**

Parent/Carer Day has been introduced to ensure a focussed meeting with your child's Form Tutor to discuss their personal development, achievements, concerns, future targets, and current progress.

Meetings will also be available for all SEND students and for those who are accessing a Mentor in addition to other bespoke appointments. Parents/Carers of students who have met certain thresholds of concern such as low levels of attendance, poor punctuality or attitude to learning may also be required to meet the Head of House and/or senior leaders.

This is an invaluable meeting, and every Parent/Carer should attend/book a 10-minute meeting between the prescribed hours (excluding 12.00 – 12.50pm lunch/salaah). **Provision is available in the Masjid for salaah (Zuhr -12.20pm / Asr – 2.35pm / Maghrib – 4.25pm).**

Parents/Carers who cannot make this date, will be contacted to arrange an alternative day with the Form Tutor.

It is expected that Pupils must attend the meeting with Parents/Carers in full uniform including ID card and with their Student Planner. Subject teachers who are ordinarily timetabled on this day, will also be providing pupils with appropriate work to complete for the remainder of this day. It is important that pupils complete this work as required and that pupils remain under appropriate supervision during school hours.

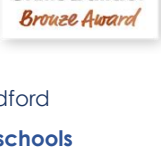
There will also be an array of information stalls throughout the day from partner agencies such as the NHS, Police, Fire Service, and others. Also, several of our own stalls: Madani Uniform Alteration Service, Study Skills, Healthy Eating, Cyber Safety, and many others. This year we have broadened the spectrum of organisations to help provide a holistic avenue of support for parents. These include education, health, finance, and community organisations.

All Parents/Carers are encouraged to use the opportunity to attend as many information stalls as possible, training sessions, and update any out-of-date information, particularly contact numbers and individual healthcare plans to ensure our contact and personal information is up to date.

Refreshments and snacks will be available throughout the day with the proceeds going to LIA Relief Trust who will be supporting the following causes 'Help The Homeless Leicester' and the current drought in Somalia.

### Face to Face Workshops

We are delighted to provide several academic and personal development workshops targeted towards supporting both Parents/Carers & students.



Executive Headteacher Mr Riyaz Laher | Deputy Head Mr I Patel | Deputy Head Mr N Khan | Business Manager Ms N Radford

Tel: 0116 249 8080 | Fax: 0116 273 5647 | Email: [office@madani.leicester.sch.uk](mailto:office@madani.leicester.sch.uk) | [www.madani.leicester.sch.uk](http://www.madani.leicester.sch.uk) | [@madanischools](https://www.facebook.com/madanischools)

Madani Schools Federation, Evington Valley Road, Leicester LE5 5LL

Workshops will be led by Senior School Staff and Heads of Department. Each workshop will take place in a classroom and will last no more than 20 minutes. All Parents/Carers are encouraged to use the opportunity to attend as many workshops as possible.

Details for some of the sessions are attached on the poster. An incentive will be given to Parents/Carers who visit 4+ workshops on the day (further details of the incentive will be provided closer to the event, last year we planted an olive tree in Palestine for parents/carers).

### **Booking a Parent/Carer Appointment**

Appointments will be made via the *SchoolCloud* system. This system allows you to choose appointment times with your child's form tutor/teacher(s). Once you have booked your appointment, you will also receive an email from *SchoolCloud* confirming your appointment.

To book your appointment(s), please use the following link.

**Madani Boys School:** <https://madaniboys.schoolcloud.co.uk/>

**Madani Girls School:** <https://madanigirls.schoolcloud.co.uk/>

Appointment bookings will close at 4.00pm on Monday 7<sup>th</sup> November 2022. You can amend appointments online at any point before this closing time and date.

Please ensure that your child also confirms the time with their Tutors on Tuesday 8<sup>th</sup> November. This should then be recorded in their Student Planner.

Please find attached a short 1-page step-by-step guide to booking a school cloud appointment.

### **Attending your Parent/Carer Appointment**

A successful Parent/Carer Day meeting will involve both your attendance and that of your child. To manage an efficient schedule for all parents, carers, and teachers, each appointment is scheduled at 10 minutes per appointment. Teachers may use a countdown timer which will helpfully allow parents and teachers to prepare for appointment to start and end at the scheduled times.

Punctuality is critical to the quality of the discussion, and the success of your meeting; therefore, we ask kindly that you arrive 10 minutes prior to the appointment time as you will be required to register at the sports hall. If parents/carers arrive late for their appointment this will impact the teacher, other parents/carers and appointment times.

If you require any support or have any booking queries, please do not hesitate to contact Student Services:



<http://www.madani.leicester.sch.uk/>

0116 249 8080

[studentservices@madani.leicester.sch.uk](mailto:studentservices@madani.leicester.sch.uk)

Please note there will be no parking available on site for Parents/Carers. As always, please do not hesitate to contact us at any time if any issues arise in relation to aforementioned information or otherwise.

A successful Parent/Carer Day will involve both your attendance and that of your child, both with the form tutor/other teachers, visiting stalls and attending workshops. We look forward to meeting with you and your child on Thursday 10<sup>th</sup> November 2022.

Yours Sincerely,

*N. Khan*

**Mr N Khan**  
Deputy Headteacher

**We're here to learn**

Executive Headteacher Mr Riyaz Laher | Deputy Head Mr I Patel | Deputy Head Mr N Khan | Business Manager Ms N Radford

Tel: **0116 249 8080** | Fax: **0116 273 5647** | Email: [office@madani.leicester.sch.uk](mailto:office@madani.leicester.sch.uk) | [www.madani.leicester.sch.uk](http://www.madani.leicester.sch.uk) | [@madanischools](https://www.instagram.com/madanischools)

**Madani Schools Federation, Evington Valley Road, Leicester LE5 5LL**

# We're here to learn

Executive Headteacher Mr Riyaz Laher | Deputy Head Mr I Patel | Deputy Head Mr N Khan | Business Manager Ms N Radford

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**Madani Schools Federation, Evington Valley Road, Leicester LE5 5LL**

## & Workshops

Browse to: <https://madaniboysschoolcloud.co.uk> or <https://madanigirlsschoolcloud.co.uk>



### Step 1: Login

Fill out the details on the page then click the *Log In* button.

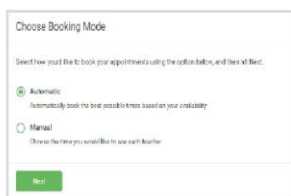
A confirmation of your appointments will be sent to the email address you provide.



### Step 2: Select 'Parent Carer Day | November 22

Click on the date you wish to book.

Unable to make all of the dates listed? Click *I'm unable to attend*.



### Step 3: Select Booking Mode

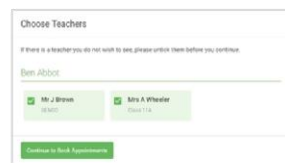
Choose *Automatic* if you'd like the system to suggest the shortest possible appointment schedule based on the times you're available to attend. To pick the times to book with each teacher, choose *Manual*. Then press *Next*.

We recommend choosing the automatic booking mode when browsing on a mobile device.



### Step 4: Select Availability

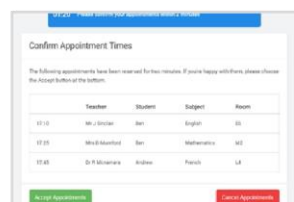
Drag the sliders at the top of the screen to indicate the earliest and latest you can attend.



### Step 5: Choose Teachers / Workshops

Select the teachers you'd like to book appointments with. A green tick indicates they're selected. To de-select, click on their name.

Also select the Workshops you'd like to attend. A green tick indicates they're selected. To de-select, click on their name. Workshop bookings work in a similar way.



Teacher	Student	Subject	Room
Mr J Brown	Ben	English	101
Miss D Powell	Ben	Mathematics	101
Dr P Williams	Ben	French	101

### Step 6: Book Appointments (Automatic)

If you chose the automatic booking mode, you'll see provisional appointments which are held for 2 minutes. To keep them, choose *Accept* at the bottom left.

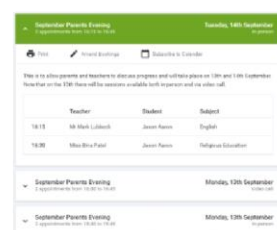
If it wasn't possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to manual booking mode.



### Step 7: Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time. Once you're finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.



### Step 8: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.

# PARENT / CARER DAY SESSIONS



## Parenting in The Light of Qur'an & Sunnah

Led by Muffi Gaibee

Session 1: 11.30 – 11.50

Session 2: 14.00 – 14.20

Session 3: 15.50 – 16.10

## Death, Burial & Shrouding Funeral Rights

Led by Leics Muslim Funeral Support

Session 1: 11.00 – 11.20

Session 2: 13.30 – 13.50

Session 3: 15.30 – 15.50

Session 4: 17.10 – 17.30

## World-Class Education at MSF

Led by Leadership Team

Session 1: 11.20 – 11.40

Session 2: 13.20 – 13.40

Session 3: 15.20 – 15.40

## Positive Parenting

Led by Mr Y Zamakda & Ms Y Patel

Session 1: 13.00 – 13.20

Session 2: 15.00 – 15.20

Session 3: 17.00 – 17.20

## Keeping My Child Safe Online

Led by Leadership Team

Session 1: 11.00 -11.20

Session 2: 13.40 - 14.00

## Improving My Child's English Skills

Led by Communication Faculty

Session 1: 11.00 – 11.40

Session 2: 13.30 – 13.50

Session 3: 17.00 – 17.20

## Improving My Child's Science Skills

Led by Discovery Faculty

Session 1: 11.20 -11.40

Session 2: 13.40 – 14.00

Session 3: 17.10 – 17.30

## Improving My Child's Numeracy Skills

Led by Calculation Faculty

Session 1: 10.40 – 11.00

Session 2: 13.20 – 13.40

Session 3: 16.50 – 17.10

## Improving My Child's Reading

Led by Ms A Khalifa

Session 1: 11.40 -12.00

Session 2: 13.30 – 13.50

Session 3: 15.30 – 15.50

Session 4: 17.10 – 17.30



Thursday 10<sup>th</sup> November



Start 10am – End 6pm

Please join us for the following:

- Focussed meeting with your child's Form Tutor.
- The opportunity to attend a variety of workshops.
- An array of information stalls ranging from NHS, Police, Fire Service, Health, Keeping Children Safe, Family Support, food and many others.

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