



• Transformation **Through** Revelation •

FULL-TIME HIFTH INFO PACK

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

In the name of Allah, Most Beneficent, Most Merciful, peace and blessings be upon Muhammad, his family and companions.

*Transformation Through Revelation offers a program that has been designed with the primary objective of using the Book of Allah, the Quran, as a means of **transformation**. Transformation for us as a team, our students as well as their parents as transformation on all of these levels **collectively** will, inshallah, naturally result in the transformation of our communities and the future **generations** Ameen.*

SYLLABUS

OUR SYLLABUS INCLUDES:

- Memorization of Quran
- Basic Arabic grammar
- Basic morphology
- Knowing Muhammad SAW and understanding His mission
- Beginner fiqh
- Purification of the heart
- Aqeedah

TEAM

OUR TEAM CONSISTS OF:

- Haafith Achmat Solomon
- Abdullah Patience
- Haafith Imraan Solomon
- Haafith Mikaeel Maroof
- Muallimah Fatima Abdullah
- Faiza Gamieldeen
- Fatima Bibi Williams
- MIn Ghuthayfah Abdul Khaliq Allie

ACADEMIC PROGRAMME

READ | LEARN | GROW

At TTR, our academic programme is designed to develop strong foundational skills, independent learning and critical thinking, while providing learners with an education rooted in an Islamic worldview.

TTR IQRAH PROGRAMME

A Faith-Based Integrated Skills Programme for Literacy & Numeracy

The TTR Iqrah Programme is designed to strengthen essential academic skills, particularly for learners who require additional support in **reading, writing, comprehension and numeracy**.

The programme is multi-graded and consists of three levels, with placement based on skill readiness rather than age or grade alone. Learners may progress between levels according to their individual needs.

Our academic focus includes:

- Strong literacy — reading, writing and comprehension
- Functional numeracy — practical mathematical skills for everyday responsibility and logical thinking
- Critical thinking — developing analytical skills and independent thought
- Independent learning — building confident study habits and self-growth
- Islamic integration — engaging confidently with academic and Islamic texts while strengthening Islamic identity and responsibility

SKILLS DEVELOPMENT PROGRAMME

LIVING ISLAM. BUILDING CHARACTER. DEVELOPING MASTERY.

At TTR, we believe that Islam is not confined to the salah, the classroom or the pages of the Qur'an. Islam is a way of life. For our young men and women of Qur'an, we want them to understand that their Islam should be visible in how they speak, how they behave, how they have fun, how they treat others, how they manage pressure and how they carry themselves in every environment.

PRACTICAL LEARNING THROUGH YOUTH MASTERY

Our Skills Development Programme is facilitated by Youth Mastery facilitators, who create practical, engaging and purposeful experiences that allow learners to take the values and character they develop in the classroom and apply them to real-life situations.

Through sport, challenges, adventure, teamwork and interactive activities, students are given opportunities to develop and practise:

- Discipline and self-control
- Good manners and adab
- Respectful communication
- Teamwork and cooperation
- Emotional regulation
- Resilience and perseverance
- Leadership and responsibility
- Confidence and independence
- Positive relationships with others
- Islamic character in everyday situations

LEARNING BEYOND THE CLASSROOM

Some of the most powerful learning can happen when students step outside the traditional classroom environment. Through carefully designed activities and experiences, learners are placed in situations where their discipline, manners, emotional regulation, communication and character can be observed, guided and developed in a different way.

EXTRA-CURRICULAR ACTIVITIES

At TTR, extra-curricular activities are not simply activities added to the school day. They are purposeful opportunities for learners to develop confidence, resilience, teamwork, discipline and character.

OUR EXTRA-CURRICULAR ACTIVITIES

- **SOCCER**- Building fitness, discipline and teamwork through the beautiful game.
- **SWIMMING**- Developing water confidence and essential life skills in a safe environment.
- **TOUCH RUGBY**- Promoting teamwork, agility and sportsmanship.
- **PAINTBALLING**- Developing strategy, communication and teamwork in a safe setting.
- **ARCHERY**- Improving focus, patience and self-control.
- **TABLE TENNIS**- Enhancing reflexes, hand-eye coordination and quick thinking.
- **WELLNESS GYM**- Encouraging a healthy lifestyle through strength training and fitness.

At TTR, every activity is an opportunity to nurture confidence, resilience, leadership and character. Through purposeful experiences, we develop balanced young Muslims who strive for excellence in **worship**, learning and **service to others**.

• Transformation Through Revelation •

NEED TO KNOW INFORMATION

SCHOOL TIMES:

07h00 – 14h00 (Monday – Thursday)

07h00 – 11h30 (Friday)

Class starts promptly at 07h00.

Please ensure your child is dropped **off by 06h45**.

Do keep an eye out during the school term as times may vary due to certain circumstances.

FEES:

TTR strives to provide a service delivered on the highest standard while still making the programme acceptable and affordable. To achieve this, we have a number of fundraising efforts. **However, parents should expect an annual increase of 10%, this will be communicated timeously.** Additionally, each parent is required to clock in a minimum of 10 hours annually towards any of the fundraisers held during the school year as your assistance is required when the school hosts fundraising events. This includes physically assisting before and on the day of the fundraiser, selling tickets and/or getting items donated etc. (this will be scheduled, planned and communicated timeously).

The fees' structure is as follows:

- Placement fee: R500 (payable on acceptance).
- Registration fee: R950 (payable one month in advance or November of the year before starting)
- Monthly school fees are R2 970 per month, per student (including the month of January and December).
- **All fees will be collected via debit order. You are therefore required to complete a debit order form upon acceptance of application.**

ATT:

- **As part of our school's financial policy, please be informed that fees are charged a month in advance. This system was implemented to help parents manage their financial commitments more effectively, spreading the cost over 12 months to make it more affordable for families.**
- **If for some reason, you decide to withdraw your child from TTR, we require a three months' notice through which you are still liable for the agreed school fees amount.**
- **If a student leaves but is not de-registered from TTR, you are still liable for the agreed school fees amount until the form is completed and signed.**

UNIFORM:

NB!! All students are required to have a 15-line Quran (Madina print).

Boys:

- Full length, white salaah top
- White pants
- White socks
- White fez

Girls:

- Full length, black, **non-figure revealing** abaya
- Black socks
- Black headband
- Black head scarf

PLEASE NOTE:

1. Hoodies are not part of the uniform and students are only allowed to wear jerseys, jackets or hoodies **(with little to no graphics and/or writing)** in winter. The accepted colours for winter wear are **Navy-blue or Grey**.
2. For the boys: Haircuts need to be kept at one length and the longest length allowed is No.5 on the hair machine.
3. For the girls: If a student needs constant reminders regarding the proper manner to wear a headscarf, she will need to wear a burqah instead.

ABSENTEES:

Parents are required to notify the school if your child will be absent and a Google form link will be forwarded to you to fill in. If no communication is received regarding absenteeism by 08h00, the school will contact you to find out the whereabouts of your child(ren). For the safety of your child(ren) and record keeping purposes, it is imperative that you respond within one hour of receiving a message from admin.

Should your child fall ill at school, we will contact you if they need to be sent home. If your child(ren) is absent for being ill, a doctor's note is required after 3 days of absence. Early pick-up will not be allowed without a valid reason and without giving prior notice to the school.

MANAGEMENT:

Dhorr Books:

- The dhorr book is an essential element of TTR, it is compulsory for every student to have a dhorr book. The purpose of it is to record their daily Quran progress and be a direct source of communication between teacher and parent. We have moved the dhorr books online for ease of access. You as the parent are allowed to view, comment and check on your child's progress daily.

Communications:

- The administrator will send out updates, important information and be in contact with you via our primary communication system which is WhatsApp (unless requested otherwise).

Parent meetings:

- The principal and teachers aim to conduct termly meetings with the parents to establish good relations, raise and solve concerns and to keep parents aware of the importance of their child's development. These meetings are compulsory on the parents to attend and can only be excused if a valid reason is presented.
- Parent one-on-one meetings will be set up to discuss their child's examination results.

Examinations and assessments:

- Examinations take place in Term 2 and Term 4.
- Assessments will take place in Term 1 and Term 3.

RULES FOR THE STUDENTS

1. All students are required to be on time and seated in class by 06h55. Entering at 06h56 is considered coming late and an excuse in writing, SMS or phone call is required before entering the class.
2. Students must be properly attired in their school uniform.
3. All students must have all text books and stationery with them at school every day.
4. All students must be prepared with all work when arriving at school. Anything that needs to be learned in class is considered not knowing it. We allow testing and taking out minor mistakes but no learning in class!
5. No smoking of anything at all.
6. No swearing, lying or foul language.
7. No cellular phones.
8. No weapons or anything that could potentially harm others.
9. No disrespect will be tolerated towards teachers, parents, fellow students or the property of others.
10. Any breaking of the rules of our deen will be dealt with, with complete seriousness. As Allah's rules always come first in our lives as Muslims.

RULES FOR THE PARENTS/GUARDIANS

1. Always be sincere towards your child for the sake of Allah (swt).
2. Ensure that the home environment is one that is conducive to that of a haafith.
3. Implement a system so that the student learns how to put structure in their time and life.
4. Be well aware of the line between encouragement and force, and try not to cross it.
5. Pay attention to your child's daily progress.
6. No parent is allowed to meet with any teacher without an appointment.
7. No individual parent meeting will exceed 45 minutes unless the administration or the situation requires otherwise.
8. If a note needs to be sent to the teacher directly it can be done in the student's message book.
9. No parent is allowed to call any teacher personally at all. All phone calls and WhatsApp messages are to be directed to the office.
10. If the parent is running late, then it's the parent's responsibility to notify the office to ensure that your child remains safe and under supervision.
11. All fees are to be paid on the agreed upon date of every month.
12. If you are aware that the payment of your child(ren)'s fees might be delayed, please notify the Financial Department 10 working days before the fees are due.

All of these rules are aimed at the smooth running of the school and best interest of our students, your children.

BE PART OF THE JOURNEY

For those who may not be enrolling a student at TTR but would still like to be part of this community-based initiative and share in the reward of Sadaqah Jaariyah, there are several ways you can support us in creating opportunities for more students:

- Sponsor a needy student's school fees
- EFT reference: **STUDENT**
- Contribute towards school facilities and maintenance
- EFT reference: **FACILITIES**
- Join our community support initiatives and fundraising teams
- Help us extend the reach and impact of the TTR community.

EVERY CONTRIBUTION WILL HELP US REACH ANOTHER STUDENT, INSHALLAH.

By supporting TTR, you are helping create an environment where young people can learn, grow, develop their character and strengthen their connection to the Qur'an, Sunnah of Nabi Muhammad (saw)

We pray for Allah to accept our intentions and grant us sincerity in this humble effort, Ameen.

Bank Account details:

Bank: FNB/RMB

Account Holder: TTR INT

Account Type: Gold Business Account

Account Number: 62855416676

Branch Code: 250655

We request your continuous support and Duahs.

• Transformation Through Revelation •

CONTACT DETAILS

For more information, please contact the TTR administration on:

- Cell/Whatsapp: **066 248 3678**
- Email: **t.t.r.institute@gmail.com**