

UM
Ummul Mumineen
ACADEMY

GIRLS INDEPENDENT PRIMARY AND SECONDARY SCHOOL

“Our primary goal is to instill in our students a love of learning and the practical skills necessary to support them and their parents in their educational journey.”





WELCOME

Ummul Mumineen Academy was established in 2007 as a private tuition centre. Small but dedicated, this set the foundation for the reputation we have built up to this day.

We are proud to say that our skills and expertise have expanded and flourished since then, and encouraged by our humble achievements, now we are a registered independent girls' primary and secondary school alhamdulillah.

At UMA we value our strong links and partnerships with our parents and the community at large.

All teachers are united in their passion for combining education with nurturing in an Islamic environment as a means of gaining the best out of our students.

MISSION STATEMENT

U M Academy intentions are to be a school committed to providing students with the highest quality, academic and character building education in all areas.

The school aims to create a warm, friendly and relaxed environment wherein students and staff enjoy an understanding of mutual respect and will be proud to work together for the success they achieve.
















We also recognise the significance of working with parents to create an ideal learning environment and encourage a strong partnership with parents.

ETHOS

- To ensure academic excellence for all our students regardless of their abilities.
- Develop the spiritual and moral development of our students, delivered within an Islamic atmosphere of nurturing and compassion.
- To promote a positive and confident attitude towards learning, so that our students enjoy coming to school, and acquire a solid basis for lifelong learning.
- Provide education that is consistent with respect and good citizenship within British society.
- To provide an educational environment that teaches children to respect their parents and community and to interact constructively with their peers.

POLICIES

All of the below policies are available upon request from the Headteacher.

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|  Admission Policy |  Assessment Policy |
|  Fees Policy |  Safeguarding and Promoting the Health of Students whilst on activities |
|  Complaints Policy |  Homework Policy |
|  Anti-Bullying Policy |  Curriculum Policy |
|  EAL Policy |  Behaviour Policy |
|  Safeguarding Children Policy |  Accessibility and Plan Policy |
|  First Aid Policy |  Health & Safety Policy |
|  Healthy Eating Policy | |

ADMISSIONS

As a small school, we have a selective admissions procedure which is designed to give every applicant an equal and fair opportunity to succeed.

Places are offered solely on the basis of our admissions procedure and with no other initial criteria for offering places.

In the event that we still have to choose between applicants after the interview stage, we will consider factors such as having a sibling.

Please contact us for an application form or visit our school.



CURRICULUM

U.M. Academy is committed to providing its students with a broad, balanced and enriched curriculum alongside adhering to the National Curriculum.

At the Academy we aim to equip our students with a broad and balanced education in a caring and safe environment that will develop their academic skills.

To nurture in each child an Islamic personality and character which encourages good morals and manners in order that they may become good British citizens.

Enable pupils to distinguish between right and wrong and respect the law in order that they become responsible and productive citizens who will make a positive contribution to society.

We value the way in which all children are unique, and our curriculum promotes respect for the views of each individual child, as well as for people of all cultures.

We provide a high student to teacher ratio which ensures that all our students receive the highest attention and nurturing.

The curriculum consists of both activities within the school and out of school and so comprises of more than the formal programme of lessons.

SUBJECTS

Generally, students are taught by their age and put in relevant classes.

If we deem students are of a higher ability they could be moved up a class and likewise those who need additional support can be moved to a lower year – at the discretion of the school and support of the parents.

Key Stage 2/3



Numeracy



Literacy



Science



Geography/
History



Arabic



P.E.



P.S.H.E



R.E.



Quraan



Art

IGCSE



English
Language and
Literature



Math



Triple or
Double Science



Arabic

Extra Curricular Subjects



P.E.



P.S.H.E



R.E.



Islamic
Studies



Art



Quraan



POSITIVE BEHAVIOUR

Our intention is to promote a positive ethos in the school through encouraging a shared understanding of the values.

We aim to create a consistent environment that encourages and recognises good behaviour and one in which everyone feels happy and safe.

UMA strongly endeavours to help pupils develop self-respect, self-control and accountability for their own behaviour and to further promote self-esteem through success, positive relationships and awareness of how our behaviour impacts on ourselves and others

We believe that the partnership between home and school is a crucial element in the teaching and nurturing of all our students.

Learning environment

Alongside positive relationships, we are aware that good classroom organisation and effective teaching methods are key to good behaviour and that the provision of a high quality curriculum through interesting and challenging activities influences behaviour. A welcoming and secure classroom environment gives clear messages to the children about the extent to which they and their efforts are valued.

Learning environments will be organised to promote and develop independence and individual initiative, whilst minimising disruption and uncertainty. This includes the arrangement of furniture and suitable access to resources and learning materials.

Displays aim to be current, lively and help develop self-esteem through demonstrating the value of every individual's contribution.



SCHOOL UNIFORM

The code of dress for the girls is simple and modest.

Age 8-11

A black or grey abaya and black/grey or white coloured hijab.

A purple cardigan with school logo badge (bought from the Academy).

Age 8-16

Either a black, navy or grey suitable coloured abaya and knee length hijaab/Canadian or Head abaya which can be bought from the Centre or you can purchase yourself.

Badge with logo bought from the Academy or EMA Embroidery must be displayed on uniform.

Practical shoes or plain trainers.

ABSENCE & PUNCTUALITY

Punctuality and attendance are paramount to ensure the smooth running of the Academy and also to ensure the best opportunities for the student.

The Academy opens at 8.50am and the doors will close at 9am.

If two late marks are given in one week a £5 fine per child will apply.

All absences must be authorised and if your daughter is ill a telephone call must be made by 9.30am on the day and a letter brought in when returning to school.

School Day

8.50am School doors open

9am-9.55am Lesson 1

10am – 10.55am Lesson 2

10.15am – 10.30 Break

11am-11.55am Lesson 3

12pm-1pm Lunch

1pm-1.55pm Lesson 4

2pm-2.55pm Lesson 5

3pm End of school day



HEALTHY EATING

We are committed to encouraging and developing positive attitudes towards food and a healthy diet.

Promoting a healthy life style is integral to our curriculum and we recognise the importance of offering children the opportunity to make informed choices about what, when, where and why they eat.

As a school we know that food is fundamental to the quality of a child's life, not just in providing essential nutrition but in communicating and sharing positive values, attitudes and experiences with each other.

We believe that adults (staff, parents and carers) should be good role models and should support the children in understanding how balanced nutrition contributes to a person's health, happiness and general well-being.

We regard healthy eating education as a whole-school issue, and we believe that opportunities to teach about the importance of living a healthy lifestyle occur throughout the curriculum. Healthy eating education forms an important part of our school's curriculum. The importance of balanced nutrition and healthy food choices is explicitly taught through the Science and PHSE curriculum.



ANTI-BULLYING

Ummul Mumineen Academy (UMA) is committed to maintaining a safe, secure and welcoming environment where bullying will not be tolerated.

With the co-operation of learners, staff, parents, carers and guardians, we will utilise our policy to work towards the effective elimination of any form of bullying.

At UMA each member of the school has an equal right to be in a safe and secure environment without being treated unfairly or unequally. Every member of the school is a valued individual and must be treated with respect, integrity and tolerance. The aim of this policy is to ensure clear guidelines are set out for all staff to follow in dealing with any bullying incidents experienced by members of the school. Through the curriculum, school rules, ethos, routines and procedures, we are to ensure the aims of the policy are fully promoted to create a positive inclusive learning environment for all.



Raising awareness through our curriculum

1. Work on equal opportunities, racism, religion, culture and disability awareness is included in the curriculum for KS3 and KS4.
2. Value systems and attitudes are explored across the curriculum, including cultural aspects, prejudice and tolerance.
3. Appropriate skills and strategies are taught to all students, including skills for helping each other to deal with bullying when it occurs, such as assertiveness, co-operative group work, listening, self-awareness and conflict resolution.
4. The anti-bullying message is promoted through publicity and displays around the Academy.

The Prophet sallallahu alaihi wasallam said:

*“Take benefit of five before five:
Your youth before your old age, your
health before your sickness, your wealth
before your poverty, your free time
before you are preoccupied, and your
life before your death”*

(Narrated by Ibn Abbas and reported by Al Hakim)

HOMEWORK

At Ummul Mumineen Academy we believe home learning consolidates and reinforces skills and understanding in Maths, English, Quraan and other curriculum areas.

It helps raise the level of achievement of individual pupils, provides opportunities for parents and children to work together, thereby fostering an effective partnership between home and school.

We value the support of parents and we believe that this policy will be successful if there is a strong partnership between home and school.



COMPLAINTS

Ummul Mumineen Academy recognises that parents will, from time to time, have normal and legitimate concerns about the progress, achievement, behaviour or welfare of their daughter. Parents are encouraged to make those concerns known to staff so that they can be addressed in partnership with the Academy.

At Ummul Mumineen Academy we:

- Take all concerns and complaints seriously.
- Make every effort to deal with complaints informally and at an early stage, in the spirit of partnership.
- Aim to resolve all complaints within 28 working days of the complaint being received.
- Ensure that complaints are dealt with in line with the procedures set out in this document.
- Ensure that complaints are resolved either to the complainant's satisfaction or with an otherwise appropriate outcome which balances the rights and duties of pupils.
- Ensure that, where appropriate, a full and fair investigation of the issue is undertaken.
- Ensure that no-one, including pupils, are penalised for making a complaint in good faith.
- Keep a written record, for at least three years, of all complaints, the action taken and at what stage they were resolved.
- Review regularly at senior leadership level the written record of complaints and their outcomes.

TERMS

Our term holidays are the same as state schools except there will be minor changes regarding **Ramadaan** and **Eid al Fitr/Eid ul Adha** holidays.



EXTRA-CURRICULAR

Trips

We regularly organise educational trips to local areas including Cardiff Bay, Penarth, Cardiff Castle and the National Museum of Wales to consolidate and enhance what is being taught in the classroom.

We also partake in field trips to Ogmore and Bute Park.

Recreational activities include horse riding, boat trips and the local park.



Unique
Muslimah
Modest
Upright
Love

Magnificent
Understanding
Maintain
Inspirational
Noble
Empathy
Equal
Nurturing

Accepting
Co-operative
Amazing
Dignity
Efficient
Mumin
Yearning

COMMENTS FROM PARENTS

"My daughter loves coming to Ummul Mumineen, everyday she's happy to attend. The school helps so much and aids them in all their subjects. As a parent it ticks all the boxes her religion isn't compromised in anyway and she is being educated and encouraged to succeed. They have her best interest at heart."

Year 5 pupil

"All praise to Allah only. Alhamduilallah my daughters have been coming to Ummul Mumineen school. It is very important for my daughters to have the combination of the education and practice their deen at the same time. It is a blessing to know my daughters are being educated in safe and happy environment and alhamduilallah it is wonderful to have a school which is capable of doing both."

Year 9 and 11 pupils

"My daughter is very happy at Ummul Mumineen Academy. Her Eman has grown so much mashaAllah due to the nurturing Islamic environment. Aishah enjoys her other subjects too, mainly due to the small class sizes mashaAllah."

Year 4 pupil.

"Alhamdulillah my daughter has attended for 5 years and it's been a pleasure to see her educated and nurtured in this lovely environment. The school has gone from strength to strength alhamdulillah and always has the students best interests at heart."

Year 8 pupil.

"My daughter found it a bit hard to settle in at first, but the kindness of the teachers and students helped tremendously. She is now advanced in her studies alhamdulillah."

Year 10 pupil.

"The teachers go out of their way to help the students reach their best ability and are always on hand to encourage."

Year 8 pupil.

"Alhamdulillah my daughter is excelling in most of her subjects and can't wait to go to school!"

Year 7 pupil.

"Knowing my daughter is achieving educational success and being nurtured brings me peace of mind alhamdulillah!"

Year 9 pupil.



Ummul Mumineen
— ACADEMY —

GIRLS INDEPENDENT PRIMARY AND SECONDARY SCHOOL

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