



Date: 9 April 2020

Dear Parent/Guardian

Assalamu'alaikum warahmatullahi wabarakatuh

"Allah's timing is perfect in every matter. We do not always understand the wisdom behind it, but we have to learn to trust it."

The current Covid-19 pandemic is a testing time for all. It is affecting us in all sorts of ways. This has impacted us, the governments, and indeed the entire world in unimaginable ways. May Allah SWT protect us and keep us safe. Ameen.

Since the enforced closure of all schools by the UK Government, our schools have transitioned to providing education remotely, and the school buildings open only for children of those who are key workers, if the parents have no alternative. The schools and staff have been working hard to provide education remotely to enhance online learning, developing and improving the provision. *You will receive communication directly from the leadership of each school regarding the remote learning timetable and schedule in light of the current situation and the new arrangements introduced by the school to ensure effective, efficient and smooth continuation of teaching provision.*

Most of the independent Muslim schools are not businesses and do not make a profit and many struggle to pay a decent wage to their staff. Staff continue working in Muslim schools to provide a much needed community service. Alhamdulillah, despite current difficult circumstances, we have not furloughed many staff members. MIET is pleased to inform that its schools shall continue to provide effective and continuous education to our children. For independent Muslim schools, tuition fees are their main and, in most cases, the only source of income, with which they must ensure the financial viability of their school. This includes, paying salaries of teachers and support staff, rent payments, utilities, stationary and maintenance costs. This is only possible with the timely payment of tuition fees and support of parents.

It is therefore imperative that once this crisis is over, we are able to return to some sense of normality and that our children can return to the schools where they are enrolled. It is now, more than ever, we would encourage you as parents to support your child's school and ensure that they are in a position to stay open over the coming months and years.

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On our part, we have taken steps to:

- Stop all planned expenditure in the school buildings, except for essential repairs;
- Reduce all other costs under our control that relate to the running of the buildings, bearing in mind the need to remain open and safe, whenever required, for the pupils and staff who are attending in person;
- Consult with external contractors and suppliers on how to minimise each School's outgoings;
- Review the position of all staff with a view to furloughing under the Government's Corona Virus Job Retention Scheme without compromising the comprehensive educational provision we offer, both in terms of curriculum delivery and pastoral care; and
- Postpone the planned increase in School fees from September 2020 to January 2021.

We recognise that this pandemic is impacting everyone in many different ways. The Board of Trustees has decided that for as long these unprecedented circumstances continue, and subject to any further changes that may be brought about by the Government, the following special considerations shall apply:

1. The schools will reduce student fees by 15% presently being charged for the current term, i.e. April, May & June 2020. This reduction will be applied on the actual amount being paid;
2. For parents that have paid in advance for the entire academic year 2019-20, or for the term April, May & June 2020 a credit note to reflect the 15% reduction will be raised by each school. This credit note will be applied to the fees due in the next academic year, i.e. 2020-21;
3. The reduction for April 2020 will be applied on fees invoiced and applied in May 2020. Fees for May will be adjusted in June 2020 and similarly June fees will be adjusted in July 2020;
4. This reduction will only be applicable to those accounts which:
 - a) Do not have any outstanding balance, and
 - b) Pay the fees by direct debit or BACS on time.
5. Fees can be paid on a monthly basis. If a direct debit mandate has been cancelled, or those parents who do not pay by direct debit, a signed direct debit mandate has to be immediately sent by email to admin@kdgb.miet.uk, admin@MIGSG.miet.uk, admin@mmps.miet.uk, depending on the school(s) your child/children go to; and
6. Parent who send their children to KD Grammar School for Boys who also pay for lunch, this will be refunded, effective from 16th March 2020. This will be applied as a credit on their account in the next academic year. Parents who have their children in year 11 will have this lunch money refunded together with the deposit held by the school as per the school's deposit refund policy.

Please note that failure to:

- a) **Pay fees on time; or**
- b) **Not clearing any outstanding fees; or**



c) ***Not submitting an acceptable payment plan for the outstanding fees***

Shall result in your child being removed from the school's register and the withholding of lessons for year 11's.

For those parents/guardians who have their children in year 11 in the current academic year, we would like to assure them that we will be constantly updating you with news from ***Ofqual*** and other related bodies to ensure that your child's GCSE result, however and whenever it is published, is a fair reflection of his/her hard work over the year.

If you would like further information, please do not hesitate to write to your child's school. We are sure that they will be happy to provide this information. We would again like to thank all parents for continuing to support independent Muslim schools and pray for the good health and well-being of all students, parents, staff, their families and our communities, Ameen.

**The Board of Trustees
Manchester Islamic Educational Trust**

