

Dear Noble Parents,

Noble Leadership Academy is very proud of the fact that our parents are active members of the Noble community. We constantly strive to ensure our open line of communication will result in the academic and social success of our students. Attached is a list of parent responsibilities that we would like to bring to your attention. The Noble culture is built on shared responsibilities between the school and parents, and aimed at the overall success of the organization.

Jazaka Allaho Khairun,

Noble Leadership Academy

Parent Responsibilities

- Parents are asked to wear Islamically appropriate clothing while on school grounds.
- All interactions with staff, students and parents should be done respectfully and follow the universal code of manners and ethics.
- All meetings with Principal and teachers should be scheduled ahead of time.
 - a. Teachers should not be approached during class or duty times.
 - b. Teachers should be contacted via e-mail or office phone only.
- Parents are required to check their emails daily for important notices from teachers and office. Parents be responsible for any correspondence sent via email.
- Parents are required to call the office before 9am to inform if child/children will be absent.
- Parents should not contact any staff member via private cell-phone.
- Parents may only address their child's academic achievements.
 - a. School will not release any information about other students (siblings included) without specific authorization from the child's parents (this includes academic and social reports).
- All parents must report to office upon entering and leaving the building, except during dismissal time.
- Parents picking up students earlier than dismissal time must go directly to the office to pick up their child & cannot go directly to any classroom or walk around the school while classes are in session.
- Parents must be prompt in picking up their children after school. Any student picked up after 3:50 will be sent to afterschool care and an automatic charge of \$10 per fifteen minutes will be added to your child's tuition account. We will strictly enforce this to ensure all students are supervised at all times.
 - a. Once a child is with a parent, the responsibility for the child is solely on the parent.

b. Parents should restrain their children from running in the parking lot.

- Parents must sign and return all tests, assessments and report card envelopes in a timely manner.
- Parents are not to use email addresses acquired as a result of school correspondence for personal reasons.
- Parents may not distribute any materials on school grounds including the parking lot unless authorized by the office.
- Students will not be permitted in any school activity without full payment and spaces cannot be reserved through the office.
- Parents will not be able to enroll students into any activity if there is any outstanding balance.
- Please be advised, parents and/or students will not be able to enter classrooms after 3:35 pm for any purpose.
- During after school activities, the cafeteria is the ONLY designated area for parents and siblings of enrolled participants to sit. No one is allowed back in the classroom.
 - a. Non-compliance will result in dismissal of participating student from activity.