

# Andalus International School of Qur'an & AI

## Student Handbook (Online, Grades 1 to 5, Year 1)

This handbook summarizes expectations for online learning, adab in live classes, attendance, communication, and family responsibilities. It is written for families of Grades 1 to 5 pupils and is designed for a live, synchronous online model.

### 1. Mission and approach

Andalus International School of Qur'an & AI is a Qur'an-centric, Cambridge-rigorous online school project of Muslim Lens Institute.

Teachers remain the murabbīn. AI tools are used to support practice, feedback, and project iteration under clear Islamic ethical boundaries.

### 2. Weekly Qur'an spiral model (integrated Islamic studies)

Islamic studies are delivered through one integrated daily lesson anchored in a weekly set of Qur'anic ayat (typically 13 to 20 ayat per week). The exact number of ayat is selected by the instructor so that topics are covered coherently and lessons do not stop mid-topic, recognizing that Makkan ayat are often shorter than Madinan ayat.

Across the week, pupils return to the same ayat each day (spiral learning). In each daily lesson, pupils engage with: memorization and tajweed practice, key tafsir meanings and guidance, relevant fiqh rulings and adab applications, a small set of related ahadith, and Arabic language development tied to the ayat.

Over approximately 40 instructional weeks per year, the spiral sequence is designed to cover roughly 520 ayat per year on average, supporting completion of Qur'an memorization with integrated tafsir, hadith, fiqh, and Arabic development by Grade 12.

### 3. Attendance and punctuality

Because lessons are live, consistent attendance is essential. Families should plan appointments and travel outside of class time.

If a pupil will miss a live class, parents should notify the school as early as possible. Make-up expectations will be communicated by the teacher.

### 4. Online classroom adab and behavior

Pupils are expected to enter class with respectful conduct, appropriate clothing, and calm readiness to learn.

During direct instruction (roughly the first third of class), microphones should remain muted unless invited to speak. Pupils should raise a hand (or use the platform hand-raise) before speaking.

Chat should be used only for learning purposes. Parents should not coach answers during live class time.

## **5. Technology and learning environment**

Families provide a quiet learning space, stable internet, headphones when needed, and a device suitable for live classes.

Pupils should keep only class-required tabs open during lessons. Recording classes or sharing links with others is not permitted unless the school provides written permission.

## **6. Assessments and feedback**

Teachers use short checks for understanding during live lessons, along with periodic quizzes, recitation checks, and projects. Some practice and grading may be supported by technology, but teacher judgment and teacher feedback remain central.

## **7. Communication**

School communication occurs through official channels announced at the start of term. Families should use respectful language and allow reasonable response time.

For general questions, email [muslimlensinstitute@consultant.com](mailto:muslimlensinstitute@consultant.com).

## **8. Safeguarding and privacy (online)**

The school does not publish pupil names, images, or identifiable information without written guardian consent.

Families should avoid sharing meeting links outside the household. Online class links are for enrolled families only.

## **9. Tuition and payment expectations**

Families agree to the published tuition plan at enrollment. For monthly plans, autopay is required.

If a monthly payment fails, a 5-day grace period applies. If the account is not current after the grace period, class access may be paused until payment is received.

## **Footer**

Andalus International School of Qur'an & AI is an online school project of Muslim Lens Institute, dedicated to Qur'an-centric, Cambridge-rigorous Islamic education.

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