

School Policy

School policies cover every aspect of school life. Below are some of our most important policies for your reference. If you want to know our policy on something that is not listed, please ask the school office.

OUR VISION

To produce well balanced, confident and articulate individuals, who will take the initiative to impact on their community and surroundings based on their intellectual capabilities.

OUR MISSION

To provide an exceptional standard of education for our pupils within a motivating, healthy and Islamic environment.

OUR CORE VALUES

Nobility, Opportunities, Godliness, Attitude, Positive relationships, Strategy (NO GAPS)

OUR MOTTO

Bridging the gaps in educating the Muslim child

SCHOOL STRUCTURE

Daltha Academy is a happy school with excellent reputation on the Amuwo Odofin axis and within the educational circle. We trust that your time with us will be rewarding.

School Hours

Teachers are on duty from 7:30am - 3:30pm

Crèche 7:15am - 5:30pm

Infant School (Nursery) 7:40am - 3:00pm

Elementary School (Primary) 7:40am - 3:00pm

Extra Curriculum days _____ ~ _____

In the Crèche and Infant School, there are two break periods i.e. lunch break from ____ a.m. - ____ a.m. with snacks break starts from ____ p.m. - ____ p.m. There are also two break periods in the Elementary School, but lunch break from 11:40am - 12:20pm and solah (prayer) / snacks time from 1:00pm - 1:30pm

Pupils are taught collectively as a group and according to their individual needs in class.

Pre School: Playgroup and Nursery

Nursery 1 and 2 (3 years - 5 years) pupils usually complete Reception (Nursery 2) before starting Year 1 at age 5+

ADMISSION PROCEDURE

Playgroup:

The Early Years begins between 3 months to 3 years.

Foundation Years (Nursery):

This begins after the child's 3rd birthday. The last stage in Foundation is the Reception year (Nursery Two) after child's 4th birthday, this year prepares the child for the Elementary school (Primary) i.e in September of the following year.

Key Stages One (Years 1 – 3)

Children are admitted in September after their 5th Birthday to start Year One and this continues to apply to the remaining classes in the Elementary School.

Key Stages Two (Years 4 – 6)

Children are admitted in September after their 8th Birthday to start Year Four and this continues to apply to the remaining classes.

Key Stage Three (Years 7 – 9)

The Junior High School will take off in the near future in shaa Allaah .

Pupils who must have completed their Year 6 in the elementary School are admitted into Key Stage Three.

Admission offered to a third or fourth sibling in a family attracts a ten per cent discount on tuition only. Children are admitted into the school only at the beginning of the session except in very special circumstances. Parents that wish to withdraw the child (ren) must notify the school and fill the withdrawal notice form well in advance for proper processing.

Interview

Children of all nationalities and religious beliefs are welcomed.

Oral interview will be granted to children from their 3rd Birthday in September while both oral and written interview will be granted to prospective pupils from Nursery Two and above at a given time and date to determine the appropriate placement. However, children of the same age group are grouped together.

Children making a change from another school must produce a copy of the last exam written by the child from their former school. Written test in Maths & English will be granted before admission (for pupils in Nursery 2 and above).

Differential Learning

At Daltha Academy, differential learning is an integral part of the School programme, a method that places children in their different ability groups.

Common Entrance Examination

Children from Years 4 – 6 will be gradually prepared for the Nigerian Schools Common Entrance Examination and other contemporary examinations. By the time a child leaves the elementary School, we expect that he/she will feel confident in his/her own abilities to be able to rise to a good standard, be competent

in basic Numeracy/Literacy and be eager and ready for the greater independence and challenges of Secondary School life.

At this stage, a pupil is expected to have a very high standard of self-discipline, be able to read fluently, research information and study without supervision.

Children are encouraged to go to Secondary School between their 10th and 11th birthday when they must have matured enough to cope with the work load of Secondary School Education.

EARLY YEARS CURRICULUM

The curriculum for early years has been designed and resourced to give vast opportunity for the child to experience the best possible start to learning.

At the playgroup and primary stages, learning experiences have been carefully drawn with consideration of their ages and needs. Through well planned indoor and outdoor play, children learn with fun, challenge and make steady progress. The curriculum is prepared to trigger children's curiosity and enthusiasm for learning. It revolves around three main areas:

-Communication and language Development – To enable them express themselves with confidence and develop their literacy skills.

-Physical Development – To guide them to be active, interactive through expressive art and design.

-Personal, Social and Emotional Development – To mould children develop positive relationships and understand their environment.

THE PRIMARY CURRICULUM

It is designed to provide a solid foundation for pupils to develop their potential. With our well planned and organized curriculum, pupils are guided to:

-develop literacy and numeracy skills.

-develop character and values.

-develop their creativity.

-develop respect for their environment.

-develop team spirit.

The school adopts both Nigerian and British curriculum designed to prepare pupils for local and international examinations. Generally, it consists of all the learning experiences planned over an academic year. Teaching during the morning sessions focus on the development of literacy and numeracy skills. Teaching method comprises of whole class teaching, Group work & Project based learning. The work load for each child is carefully planned to allow individual growth. The task or

outcome is designed in the curriculum to meet learning needs of each child. The classroom teacher keeps a record of each child's progress and preferred learning style.

EXTRA CURRICULAR ACTIVITIES

After school club activities vary from term to term depending on their interests. They include activities such as Taekwando, Creative writing, Phonics, Chess and Scrabble, STEM and many more. Pupils are also encouraged to participate in different societies to further reinforce children's confidence, moral values, courage and patriotism. These societies include: -Boys' /Girls' Scout, Brownies and Red Cross.

School uniform:

This must be purchased from the school. Our uniform consists of on:

- _____ for girls
- _____ for boys
- _____ for P.E.

Parents of Playgroups are advised to bring extra clothing for children in case of accidents. Shoes must be without heels while. Jewellery is not allowed except wristwatches and a pair of moderate sized loop earrings in the earlobe only. Parents are advised to tag all children's belongings with felt pen for easy identification and reduce risk of loss.

Concerns and complaints:

Parents can discuss concerns with the relevant class teacher. In the event of an unsatisfactory handling of such concerns, the Head Teacher or School Office can be contacted via verbal communication or email.

Field Trips:

Each year group is required to take part in at least one field trip per term. This is critical in bridging the gap between the indoor and outdoor learning environments.

Punctuality

Whilst the school understands the traffic situation in Lagos, parents should please bring their child to school early to start the day promptly at 7.40a.m.

Lateness distracts and wastes other pupils' time and can also be frustrating if the teacher has to go over again what has already been taught.

It's Assembly Time!!!

Assembly is held every morning to start the day holily. Special assemblies are held on Fridays. Children are taught the fear of God and how to have respect for one another's belief.

School Meals and Transportation

Parents / Guardians are responsible for their child/children (s) feeding and transportation. Children are expected to bring water along with any other preferred drinks and food. We encourage the children to eat fruits every day at snack time. No fizzy drink is allowed.

Collection of Children

Parents / Guardians are expected to make adequate arrangements for their children to be picked up on time. The school will not accept responsibility for children who have not been picked up by 4.00p.m. A penalty fee of ~~₦~~200 per hour will be charged for late collection.

Homework

Homework is essential in order to cover terms syllabus adequately. Homework is given to children from the age of 3 years.

Nursery 1 – Nursery 2 - 20 minutes

Years 1 – 2 - 30 minutes

Years 3 – 6 - 45 minutes – hour

It is compulsory that you provide your child with homework jackets or bags to avoid soiling books.

Parents are expected to make sure that homework given to children is done. Parents are advised not to complete homework for their children but guide them, because it is

important to know children's weaknesses in order to help them where assistance is required.

Please sign your child's homework book each time it is brought home.

Children's Assessment

In Nursery, regular assessments are given to children by keeping a portfolio on each child which contains his/her samples of work. Teachers also make notes on children's activities, learning and development.

In Primary, the Staff monitors and assess each child's development daily through class work, homework and weekly Friday tests determine how children are progressing in their school work.

Open Day

Parents and teachers consultations are held every term to discuss child's progress.

Newsletter

At the beginning and end of every term, newsletter will be sent home to intimate parents of the event that will happen and that has happened in the School throughout the term.

Payment of school fees

School fees should be paid latest second week of resumption of every term. Your child may not be allowed in school without payment.

Supporting The Children Individually

The assessments/exams given to the children will help staff to support their learning and give each child individual attention needed after identifying their areas of weakness.

School/Parents Partnership

We recognize the importance of the parents and home in the learning and development of the child. We welcome and encourage parents to be involved in their children's progress at school.

Homework diary and Communication book are available in order for parents to liaise with the school to know the children's progress.

Behaviour

At Daltha Academy, we value every child thus we maintain a learning environment where pupils can feel confident, happy and safe. We encourage positive behaviour and strongly ensure that:

-pupils are able to learn without been distracted by anybody.

- property of others as well as school property is respected.
- full potential of each person must be nurtured.

Incentive and Rewards:

The school system emphasizes praise, recognition and reward. We have an agreed strategy which states in precise terms behavioural expectation. Children work and play in harmony. Efforts and hard work/contributions are praised and celebrated.