



2025-2026
Parent Handbook

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About us

At Greenway Academy, we are honored to provide an education that is firmly rooted in Islamic values. Since our establishment in 2009, we have proudly served the Phoenix community with an Islamic-based curriculum for more than 14 years. Our vision extends beyond academics—we are committed to fostering an environment where the Qur'an and Sunnah shape our philosophy, learning, and daily practices.

Our Islamic Weekend School offers a well-rounded program designed to nurture both the spiritual and academic development of our students. The curriculum focuses on two essential areas: Qur'an Studies and Islamic Studies. Each subject is taught across five structured levels, allowing students to progress according to their knowledge and abilities.

Through this program, we aim to strengthen Qur'anic understanding, deepen Islamic values, and encourage regular prayer—all within a supportive, engaging, and faith-centered learning environment.

Welcome

Dear Parents and Students,

Assalamu Alaikum wa Rahmatullahi wa Barakatuh,

We warmly welcome you to the new academic year. It is truly a blessing to have your family as part of our Sunday school community, and we pray that this year brings growth in knowledge, character, and faith.

Our mission is to instill the values of Islam, strengthen our students' connection to the Qur'an, and encourage the consistent practice of Salah. We are dedicated to creating a nurturing environment where students feel supported in both their academic journey and their spiritual development.

We recognize that success comes through partnership between parents, teachers, and students, and we deeply appreciate your continued support and involvement. Together, we can inspire our children to reach their highest potential and live by the principles of our deen.

May Allah (SWT) bless this school year, accept our efforts, and guide our students toward knowledge, righteousness, and success in this life and the Hereafter. Jazakum Allahu Khairan for your trust and cooperation.

This year

Our Administrative Staff has been working diligently to enhance our Sunday School program. We are excited to announce that we will be utilizing the school building's classrooms for our program, enabling students to experience the learning environment they truly need for Quran and Islamic studies.

We are also switching to a new and improved textbook titled Safar Islamic Studies. Additionally, we are introducing a new aspect to our curriculum called “Imaan Explorers” to encourage learning beyond the classroom. More information will be discussed in our Parent Orientation Meeting.

Our Sunday School program is committed to providing the best to your students, which is why we have taken the time to hire part-time Lead Teachers as well as Assistant Teachers who are dedicated to weekly lesson plans, assessments, and parent communication.

School Day

10:00 AM - 11:15 AM: Quran Studies Class Session

11:15 AM -11:40 AM: Break

11:40 AM - 12:50 PM - Islamic Studies Class Session

12:50 pm - Wudu

1:00 pm - Dhur prayer

1:15 pm - Dismissal

School Administration

Co-Principal - Rida Khan
602-474-6020

Co-Principal - Simra Maheen
602-812-0571

Director of Student Affairs - Sumbal Khan
480-234-5572

Director of Finance and Operations - Ayaan Mansoori
623-273-7078

Director of Logistics and Support - Masood Khan
480-692-0732

Calendar + Timings

Student Arrival Time: 9:45 AM

Classes Begin: 10:00 AM

Salah: 1:00 PM

Dismissal: 1:15 PM

Greenway Academy Sunday School Calendar

2025 to 2026

Sep 2025							Oct 2025							Nov 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

Dec 2025							Jan 2026							Feb 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3							
7	8	9	10	11	12	13	4	5	6	7	8	9	10	1	2	3	4	5	6	7
14	15	16	17	18	19	20	11	12	13	14	15	16	17	8	9	10	11	12	13	14
21	22	23	24	25	26	27	18	19	20	21	22	23	24	15	16	17	18	19	20	21
28	29	30	31				25	26	27	28	29	30	31	22	23	24	25	26	27	28

Mar 2026							Apr 2026							May 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4						1	2
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
														31						

School Holidays

First Day	September 7
Fall Break	October 12
Thanksgiving Break	November 30
Winter Break	December 21 and 28
Eid Break	March 22
Last Day	May 31
Imaan Explore Day	November 23rd
Ramadan Days	February 22nd and March 1, 8, 15th
Imaan Explore Day	February 8th

School Days	
School Holidays	
First and Last day of School	
Field Trips	

Curriculum

Quran Studies

- Introduction to Arabic Letters
- Introduction to Arabic in the Quran
 - “White book”
- Quran Recitation and Memorization*
- Tajweed and Rules of Quran Recitation
- Fiqh in the Quran

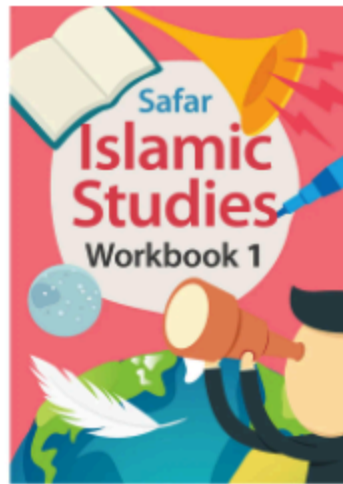
Islamic Studies

- Qur’ānic stories, Islamic beliefs, fiqh (rulings & worship), life of the Prophet ﷺ, Islamic history, Islam & society, personal/spiritual/moral development,
- Text: Safar Islamic Studies Levels 1-7
 - Workbooks will be **required for purchase** for each level
 - Each student will be assigned one of 4 levels

More details on the curriculum can be found on our website’s 5 year trajectory plan for students as well as our level graduation checklists

Supplies

Greenway Academy Sunday
School
2025 - 2026
Supplies List



- Workbook: \$8.99 + tax and shipping*
- Backpack
- Reusable Water Bottle
- 2 Pencils with erasers (sharpened or mechanical)

*Included in first month tuition fee, student will receive correct workbook based on his/her level

Dress Code

Please ensure your children are dressed appropriately for prayer.

Please avoid clothing with animal motifs, faces, or any other distractions. Students should wear comfortable and self-manageable clothing, and avoid extra accessories and tight-fitting pieces

The following are mandatory for male and female students:

Girls - Hijabs, long sleeves, long pants, or long dress/skirt

Boys - Long Pants

Payment

Our Sunday School has a base tuition of \$100 per month per student, with payments due the first of every month. There is a one-time, non-refundable registration fee of \$25. If you have already paid this, you will not have to for any upcoming years, including this one.

We are pleased to offer a 10% sibling discount.

Payments can be made via cash, check, or Zelle. **Zelle Information will be sent out soon.** All payment methods should include the child's full name in the memo.

We will provide payment reminders and details as each month approaches.

We reserve the right to charge a **late fee** for unexcused late tuition payments

School Rules & Responsibilities

Core Values


- **Discipline** — Students are responsible for their actions, making wise choices, and respecting consequences.
- **Respect** — Use kind language, honor differences, and maintain a safe, peaceful learning environment.
- **Commitment** — Uphold the school dress code, attend prayers on time, come prepared, and avoid distractions

Students' Responsibilities

- Respect teachers, peers, and property.
- Follow dress code and arrive on time, prepared to learn.
 - Keep the environment clean; gum is not permitted.
 - Behave in ways that do not disrupt others' rights.
 - Care for school property responsibly.
 - Take responsibility for belongings; label items.

Disciplinary Procedure

1. Teacher's warning.
2. Principal's office + parent notification.
3. Student sent home.

 Note: The school provides guidance and structure, but parents remain primary in their child's upbringing and discipline.

Parents' Responsibilities

- Ensure punctual attendance and required materials.
 - Review school rules with students.
 - Support dress code
 - Encourage daily Qur'an reading (15—20 mins).
 - Cooperate with staff on discipline matters.
- Communicate respectfully with staff and participate in school/Islamic events.
 - Pay tuition on time
- Stay updated through the Weekly Progress Report.

Withdrawal Guidelines

If at any point you wish to withdraw your student once the school year begins, **you must inform the Administration immediately**. Failure to inform will result in a Withdrawal Fee.

- **Withdrawal Period: First week of each month** (Parents must inform Admin to ensure monthly tuition will no longer be collected)
- If Student is withdrawn after the Withdrawal Period of each month, Parents are still subject to pay the monthly tuition fee for that month.
 - If Student is withdrawn without informing the Administration, an extra Withdrawal Fee of \$25 will be charged, on top of the monthly tuition fee.

Enrollment

This school year, we have moved our registration process entirely online for your convenience.

Even if you have registered in the past, you must still register again for this year.

You can find the Enrollment Link on the Greenway Academy Sunday School webpage.