



ETIQUETTES FOR MAKTAB TEACHERS

Etiquettes Regarding the Teacher

1. To read two rakaats of salaah daily and make dua to Allah Ta'ala for acceptance and guidance.
2. To read three quls and send to all those whom you gained knowledge from i.e. Ustaads and authors of kitaabs.
3. To be conscious of the fact that we will be questioned by Allah Ta'ala on the day of Qiyaamah about the children who came to us to learn Deen.
4. To come well prepared to class for our lessons.
5. To deliver each lesson in the best possible manner trying to make the children understand our Deen correctly.
6. To use every minute of our Madrasah time correctly.
7. Not to use the phone during Madrasah time.
8. To teach the children with love as if they were your own children.
9. To come 3-5 minutes before time and to leave 2-3 minutes after time.
10. To be punctual on the recitation of the Qur-aan Shareef daily.
11. To make zikr of Istighfaar, Durood Shareef, third kalimah and first kalimah 100 times morning and evening to build spiritual strength within us to help impart the knowledge of Deen correctly to the Ummah.
12. Not to be greedy for the wealth and belongings of any student.
13. To control one's anger and develop the quality of hilm (tolerance).
14. To accept your mistakes and be clear about correcting yourself in front of your class.
15. To make istighfaar and ask Allah Ta'ala's forgiveness at the end of the day for any shortcomings in imparting His pure Deen to the Ummah.

Etiquettes towards the Students

1. To be kind and nice to the students in your class.
2. Never ever hit any student.
3. Never ridicule or make a joke of any pupil.
4. To check on the personal hygiene of the students. Check if they are clipping their nails, brushing their teeth, bathing regularly, washing in the toilet, making wudhu, etc. Encourage them to always be clean and neat.
5. To focus on the tarbiyat of the pupils. Correct them with love whenever you see them doing something wrong.
6. Inculcate in them the importance of speaking the truth and being honest.
7. Show special love and care towards the poor and weak students.
8. Teach the children to recite the Qur-aan Shareef fluently with tajweed.
9. Teach the children how to make wudhu and read salaah correctly.
10. Enquire about those students who are absent from class.
11. Create the love of Deen in the hearts of the students.