

Guidelines for Atfal Tarbiyyat Class

Changes and Requirements:

1. Class Instructor is required to log Atfal Attendance into Salesforce for every Tarbiyyat class.
 - Many Nazimeen and Murrabiyyan Atfal are already doing this, but some are not.
 - No attendance logged appears as no class held on the report.
2. The Program should be at least 2 hours long.
 - 2 hours includes opening Tilawat and session, presentation, discussion, meals/refreshments, sports, Waqar-e-amal, Salat, and any other activities that you have planned for Atfal.
3. Tarbiyyat Presentation: Will be shorter now and will focus more on the Seerat of the Holy Prophet Muhammad (pbuh).
 - Slides will be limited to around ~10.
4. New subject called *Tarbiyat 101 - Practical aspects* will be incorporated in the classes.
 - Teaches Atfal basic Islamic etiquettes such as saying Salam to elders, how to do Wudu, properly washing oneself after restroom, etc...
 - Content will be about 5 minutes and can be found in Tarbiyyat class presentation.
5. Short content from other departments will be included in the Tarbiyyat class.
 - Previously these were included in Taleem classes. Now they will not be in the Taleem class.
 - Content will be less than 5 minutes and can be found in Tarbiyyat class presentation.
 - Encouraged for pertinent Atfal Amila secretary to present the content to the class.
6. Conduct discussion groups on contemporary events.
 - Split Atfal by Mayar-e-Sagheer and Mayar-e-Kabeer and discuss the questions included in the slides.
 - Since splitting, you will need multiple people to lead the class. 3 Pillars should work together to execute the discussions.
 - Estimated Time: 20 minutes.
7. Provide Atfal with Lunch or refreshments.
 - Eating is part of the Tarbiyyat of Atfal too.
 - i. Observe and guide Atfal on eating/drinking in accordance with Islamic teachings.
 - ii. Are they eating from their front, overfilling, wasting food, properly sitting, drinking and walking?
 - Studies show nutrition correlated with academic performance and focus.
8. Include organized Sports and Waqar e Amal

- Organized Sports = plan the sport and actively supervise the Atfal. All Atfal should be included in the sport.
 - i. Please do not throw them a ball and leave them alone; be involved and present!
- Waqar e Amal - guide them in cleaning the mosque/classrooms, picking up trash, etc...

Challenge in conducting the Tarbiyyat Classes

1. Having trouble providing Meals

- Budget
 - Reach out to Qaid Majlis. If Qaid says no, then ask Qaid Majlis to reach out to Regional Qaid. If Regional Qaid says no, reach out to National.
 - Local → Regional → National
- Who gets the food?
 - Need manpower? Delegate a Khadim for every class to order and grab food.
- Hold the class on the same day as the Jamaat General meeting. Atfal can relish in the same meals served by the Jamaat.

2. Can't engage Atfal in class?

- Have them do some push-ups in the beginning of class or jumping jacks in the middle of the presentation.
- Be prepared! Review the content before class starts. We post the content well in advance on the website.
- Be enthusiastic!. Don't just read the slides. Ask questions, have a conversation.
 - Relate to real-life stories/examples.
 - Have Atfal participate.
 - Throw a ball to have them answer.
 - Give chocolate/prizes
 - Can get some ideas from watch various teaching material on Youtube videos or ask chatgpt for ideas too
 - We will try to help too
- Can have the Tifl in the Local Atfal Amila present departmental slides.

3. How do you actually organize a sport?

- Have the supplies and set everything up beforehand
- Make a plan. How many rounds? How many people are in a team?
- Make a Budget and submit beforehand.

4. Have low Attendance?

- Marketing - Create excitement, Announce beforehand, contact Atfal not showing up by tracking attendance on Salesforce.
- Focus on creating a memorable time for the Atfal.
 - Only 2 hours in the month are dedicated just for Atfalul Ahmadiyya.

- Make it the best 2 hours they will experience in the month, where they increase their spirituality and improve camaraderie with their Atfal brothers.
 - Hold on the same day as the Jama'at General Meeting if there is no Tahir Academy that day.
 - Ideally, don't depend on any other event, instead, strengthen the Majlis and bring the uniqueness and identity of the class in your local Majlis
5. If Atfal live far away (*hours away*)
- You are allowed to hold a hybrid class where some Atfal are in-person and those who live hours away join over Zoom. Please plan the zoom accordingly.
 - If 0 Atfal are nearby to attend in person, can hold Zoom classes.

Checklist

- ☐ Take Atfal Attendance and add into Salesforce
 - ☐ Presentation - Conduct the class
 - ☐ Sports - Have a Sehat-e-Jismani organized event
 - ☐ Food - Keep the Atfal energized by providing food
 - ☐ Cleanup - Ensure the Atfal participate in cleaning up after themselves
- These 5 checklist options have to be completed to ensure it counts as a Tarbiyyat class