



To-Do-List for Local and Regional Nazimeen Atfal

Year 2021-2022

Below you will find local and regional To-Do-List detailing the activities that must be carried out. This will help you, as a Nazim Atfal see at a glance what you need to do in the coming year.

Please note that this is in no way an exhaustive list, but instead the bare minimum which is required.

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Qiadat Tasks:

Qiadat Monthly Tasks – to be done at a Qiadat level EVERY MONTH.

Run your local Atfal Classes weekly and increase attendance

Creative ideas to make classes interesting: www.atfal.org.uk/creative-ideas-for-nazimeen

Interactive Presentations and quizzes to use in local classes: www.atfal.org.uk/atal-class-resources

Run the 4-stage mechanism in your class to make sure classes are effective

For more information on the 4-stage mechanism please visit: www.atfal.org.uk/4-stage-mechanism

Hold an in-person Sehat-e-jismani event at least every two weeks

This can be done independently as a Qiadat, jointly with another Qiadat or as part of your region. However, as a local Nazim it is your responsibility to ensure that Atfal from your Qiadat have the opportunity to play some sport in person with other Atfal at least every other week.

Contact your regional Nazim for latest COVID-19 Guidelines

Run the Salat Diary for Atfal aged 7-11

For more information, please visit www.atfal.org.uk/salat-tracker

Encourage Atfal aged 12-15, to go to the Mosque at least 10 times a month as part of the Mosque Champions Scheme.

For more information, please visit www.atfal.org.uk/Mosque-champions

Ensure the Tajneed data on CARS is accurate.

including the parent/Tifl's phone number, email, home address. If any Tifl joins or leaves your Qiadat, you should promptly update CARS.

Introduce www.salathub.co.uk

Utilise the school holiday period to plan and hold excursions

This is in addition to any regional plans. This can include a sports event, fun team building event, visit to a local attraction or museum or any other educational place.



Qiadat One-off Tasks – to be done on certain dates at a Qiadat level (These do not repeat every month):

1st December 2021 - 31st January 2022

Organise your Local Ijtema

Organise Salat Test during the Local Ijtema

For more information, please visit www.atfal.org.uk/ijtema

Hold a Parents Meeting for your Qiadat in January

If a Qiadat has held a parents meeting in November 2021 or December 2021, they do not have to hold another one in January. For more information, please visit www.atfal.org.uk/parents-meetings

Conduct House Visits to all Atfal in the Qiadat

If you have already done house visits in November 2021 or December 2021, you do not need to do it again if you do not wish to in January 2022. For more information, please visit www.atfal.org.uk/house-visits

1st February 2022 – 25th March 2022

Promote the Spring Reading Challenge and ensure Atfal take part (To be held all of February and March)

The challenge runs throughout February and March. An updated booklet will be published on this webpage by 1 January 2022. For more information, please visit www.atfal.org.uk/talim-reading-challenge (Overseen by National Talim Department)

Promote Maal Ashra (7th – 13th February)

26th March 2022 – 3rd April 2022

Hold a Local Salat Quiz

Hold the local salat quiz on one of the following days: **26th March, 27th March, 2nd April, 3rd April**. Every Qiadat in the country must hold the Salat Quiz on one of these dates. During the Spring Holidays, the regional Quiz will take place. Winning teams from Qiadats will go forward to the region. For more information please visit: www.atfal.org.uk/salaat-quiz

2nd April 2022 – 31st May 2022

During Ramadhan, Ensure your older Atfal complete a full reading of the Holy Quran as part of the Quran Challenge during the month of Ramadan

For more information, please visit www.atfal.org.uk/ramadan-quran-challenge

Hold a second Parents Meeting for your Qiadat in May



If a Qiadat has held the second parents meeting before May 2022, they do not have to hold another one in May. For more information, please visit www.atfal.org.uk/parents-meetings

Promote Maal Ashra (7th – 13th February)

July 2022

Promote Maal Ashra (25th – 31st July)

October 2022

Hold a third Parents Meeting for your Qiadat

If a Qiadat has held a third parents meeting by October 2022, they do not have to hold another one October. For more information, please visit www.atfal.org.uk/parents-meetings



Regional Tasks

Regional Monthly Tasks – to be done at a regional level EVERY MONTH

Ensure ALL local qiadats have held their local atfal classes

Creative ideas to make classes interesting: www.atfal.org.uk/creative-ideas-for-nazimeen

Interactive Presentations and quizzes to use in local classes: www.atfal.org.uk/atifal-class-resources

Hold an in-person Seht-e-jismani event at least every two weeks

This can be done independently as a Qiadat, jointly with another Qiadat or as part of your region.

However, as a Regional Nazim it is your responsibility to ensure that all Atfal in your region have the opportunity to play some sport in person with other Atfal at least every other week.

Contact the National Atfal Seht-e-Jismani team for COVID guidelines

Introduce regional Atfal Amila to www.salathub.co.uk

Utilise the school holiday period to plan and hold excursions

This can include a sports event, fun team building event, visit to a local attraction or museum or any other educational place.



Regional One-Off Tasks – to be done on certain dates at a Regional level. **(These do not repeat every month)**

1st December 2021 - 31st January 2022

Ensure a Parents Meeting is held in every Qiadat and you attend as a regional Nazim

Meetings should be run locally but region should support and ensure success. If a Qiadat has held a parents meeting in November 2021 or December 2021, they do not have to hold another one in January. For more information, please visit www.atfal.org.uk/parents-meetings

Ensure all Atfal in your Region have been visited in house visits

House visits should be done locally but region should ensure success. Purpose should be informing Atfal of local classes and just catching up. If a Qiadat has already done house visits in November 2021 or December 2021, you do not need to do it again if you do not wish to in January 2022. For more information, please visit www.atfal.org.uk/house-visits

1st February 2022 – 20th March 2022

Ensure all Atfal in the region take part in the Spring reading Challenge (To be held all of February and March)

During these two months, ensure your Atfal take part in the Spring reading Challenge. Region will need to collect names from local Qiadats and submit it to national. An updated booklet will be published on this webpage by 1 January 2022. For more information please visit <https://www.atfal.org.uk/talim-reading-challenge>

Promote Maal Ashra in all your local Qiadats (7th – 13th February)

Run regional Musleh Maud (ra) Day (Any day in February. Official date is 20 February)

23rd March 2022

Run Regional Promised Messiah (as) Day during March. Official date is 23rd March

4th April 2022 – 31st May 2022

During Ramadhan, Ensure your older Atfal complete a full reading of the Holy Quran as part of the Quran Challenge during the month of Ramadan

For more information, please visit www.atfal.org.uk/ramadan-quran-challenge

Organise Regional Ijtema and run Young Muavineen Championship during regional Ijtema.

Run Salat Quiz finals at regional level on any of the days during the spring (Easter) holidays

Ensure every local Qiadat holds a local Quiz on any of the following dates: **26th March, 27th March, 2nd April, 3rd April**. Winning teams from local Qiadats to come forward to the Regional Quiz. (For more information please visit <https://www.atfal.org.uk/salaat-quiz>)



Ensure the second Parents Meeting is held in every Qiadat (in May) and you attend as a regional Nazim

Meetings should be run locally but region should support and ensure success. If a Qiadat has already held 2 parents evenings in the year, they do not have to hold another one in May if they do not wish to. For more information please visit www.atfal.org.uk/parents-meetings

July 2022

Promote Maal Ashra (25th – 31st July)

October 2022

Ensure the third Parents Meeting is held in every Qiadat (in October) and you attend as a regional Nazim

Meetings should be run locally but region should support and ensure success. If a Qiadat has already held 3 parents evenings in the year, they do not have to hold another one in October if they do not wish to. For more information, please visit www.atfal.org.uk/parents-meetings

Run regional Jalsa Serat-un-Nabi (sa) during October