



THE QURAN HUB

Revised Sep 2026

Remote Learning Policy

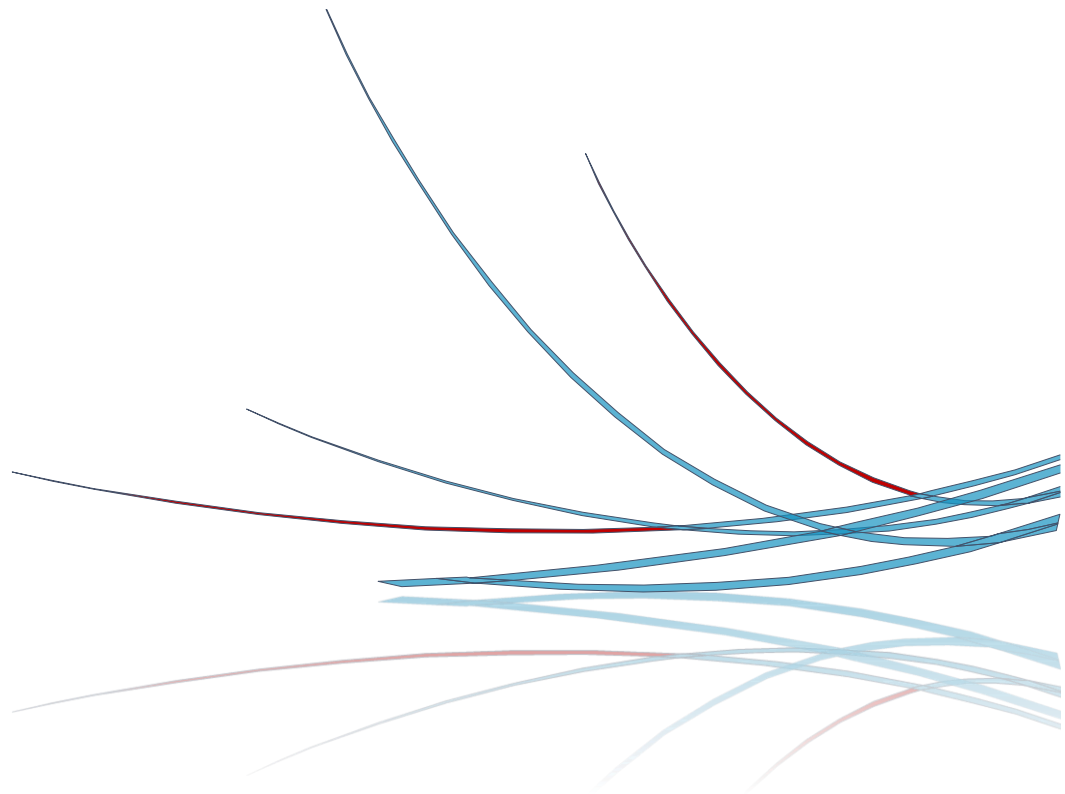


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“Whoever follows a path in pursuit of knowledge, Allah will make easy for him a path to Paradise.”

Şahîh Muslim 2699

1. Purpose and Ethos

Remote learning is the core environment in which The Quran Hub delivers one-to-one Qur' ān and Islamic Studies. This policy ensures that online lessons remain safe, focused, secure and educationally effective while preserving the adab and dignity expected in Islamic learning.

TQH combines the flexibility of online tuition with professional safeguarding, data-protection and quality standards. The same expectations of conduct, modesty, preparation and respect apply online as they would in a reputable physical maktab.

2. Responsibilities

Tutors

Teach punctually from a quiet, professional environment using approved TQH accounts and systems. They are required to maintain appropriate dress, conduct and professional boundaries at all times.

Only approved teaching resources to be used and report safeguarding, e-safety, data or technical concerns promptly. They are adapt in teaching appropriately for agreed SEND or accessibility needs.

Parents / Carers

Must provide a suitable device, reliable internet connection and quiet learning space. They are to ensure the child is ready, appropriately dressed and logged in on time.

They are required to be reasonably available during lessons, particularly for younger or vulnerable children and keep TQH informed of relevant contact, safeguarding, medical or SEND information.

Students

Are required to join on time with the required Qur' ān/books, stationery and learning materials, in accordance with our Attendance Policy. They are required to keep the camera on unless TQH has agreed to an exception or reasonable adjustment.

Their main focus is on the lesson and avoid games, social media, unrelated browsing or messaging. They will need to treat the tutor, learning materials and online classroom with adab and respect.

3. Approved Platforms and Resources

TQH uses approved digital tools such as Google Workspace (including Google Meet and Drive), **ClassDojo**, **Journey2Jannah** and other systems authorised by TQH. Staff must not introduce a new app, website, AI tool, browser extension or file-sharing service for student use without approval.

The **Education** and **Content & Integrity Team** carry out a proportionate review before organisational use. This may consider:

- educational relevance and alignment with TQH's curriculum and Islamic ethos;
- accuracy and age-appropriateness of Qur'ānic, Islamic and academic content;
- safeguarding risks such as public chat, advertising, user-generated content or external links;
- privacy, data-processing, account controls and permissions;
- cyber-security, unsafe-download or malware risk;
- accessibility and suitability for students with SEND; and
- copyright/licensing and terms of use.

Approved tools may be restricted or withdrawn if their functionality, privacy terms or risk profile changes.

4. Devices and Learning Environment

A laptop or desktop computer with webcam, microphone and speakers/headset is the normal required device for live lessons. Mobile phones and tablets should not normally be used as the main lesson device because of reduced visibility, distraction and screen-sharing limitations. Temporary or SEND-related exceptions may be agreed.

Lessons should take place in a quiet, appropriately lit space with minimal noise and interruptions. The student should be clearly visible for teaching, engagement and safeguarding purposes. Tutors must teach from a professional environment. Teaching from bed, while travelling/driving or from a public place where confidentiality is compromised is not permitted.

Devices used for TQH work should be password-protected, kept updated and secured when unattended.

5. Dress, Adab and Presentation

TQH treats appearance and conduct as part of tarbiyyah. Tutors are role models and students should approach Qur' ān and Islamic Studies with respect.

- Male tutors should wear clean, modest and professional Islamic or smart attire, such as a thobe/jubbah or equivalent appropriate clothing.
- Female tutors should observe hijab and wear clean, modest and professional clothing appropriate for teaching.
- Students should be clean and modestly dressed in line with TQH's Uniform Policy. Reasonable adjustments may be made where disability, sensory or medical needs require them.
- Eating full meals, lying down, gaming or repeatedly leaving the lesson without reason is inconsistent with the adab of learning.

6. Live Lesson Safeguards

We provide only approved meeting accounts, links and passwords. Meeting details are not be posted publicly or shared with unauthorised people. Cameras should ordinarily remain on for tutor and student; agreed exceptions must preserve safeguarding in another appropriate way.

Tutors must use their recognised TQH identity/display name. Screen sharing must be limited to approved lesson content. No unauthorised third party should join, observe or record a lesson.

Any safeguarding concern seen or disclosed during a lesson must be reported immediately under TQH's safeguarding procedures.

7. Communication and Professional Boundaries

For students under 18, routine communication about lessons, homework, attendance, behaviour or scheduling should normally take place through the parent/carer's registered contact details or another TQH-approved channel.

- i. Tutors must not develop private social-media relationships with students.
- ii. Tutors must not exchange unrelated personal messages, photographs or private contact details with students.
- iii. Where an approved learning platform permits student messaging, it must be used only for educational purposes with appropriate oversight.

- iv. Any concerning message from a child must be treated as a potential safeguarding matter, not as informal private correspondence.

8. Data Protection and Cyber Security

TQH is registered with the Information Commissioner's Office (ICO). Personal data is handled in accordance with TQH's Data Protection Policy, UK GDPR and the Data Protection Act 2018.

Only the minimum information needed for a defined purpose should be collected or shared. Student records must be accessed only by authorised staff using approved systems. Sensitive records should not be stored unnecessarily on personal devices or unapproved cloud services. Public file-sharing links must not be used for confidential student data. Suspected phishing, malware, unauthorised access or data loss must be reported immediately to admin@thequranhub.co.uk.

9. SEND and Accessibility

Remote-learning rules must not be applied mechanically where this would disadvantage a disabled student or learner with SEND. TQH may agree to reasonable adjustments such as shorter tasks, repetition, visual schedules, reduced on-screen distraction, additional processing time, assistive technology or modified camera expectations where justified.

10. Recording and Photography

Lessons must not be audio/video recorded by tutors, students or parents unless TQH has expressly authorised this for a defined purpose and the relevant privacy requirements are satisfied. Screenshots or photographs of tutors or students must not be taken or shared without authorisation. Student work, achievements or images may be used for publicity only in accordance with TQH consent and privacy arrangements.

11. Incidents, Training and Review

Remote-learning expectations form part of tutor induction and continuing development. TQH provides regular safeguarding, e-safety, SEND/inclusion and teaching-quality refreshers, including three formal staff INSET/development points across the academic year, with additional training where required.

This policy will be reviewed at least annually and sooner following a serious online incident, significant platform change, regulatory change or safeguarding learning.