



Gungahlin Mosque Classrooms Usage Policy

1. Purpose

This policy outlines the guidelines and responsibilities for the use of mosque classrooms for Islamic teaching and youth programs, meetings and related activities, ensuring alignment with Islamic values and the smooth operation of mosque programs.

2. Scope

This policy applies to all CMC members, whether individuals or groups, seeking to use mosque classrooms for Islamic teaching and youth programs, meetings, workshops, and related activities.

3. Booking and Approval

- All classrooms must receive prior approval from the CMC EC.
- Users must confirm the purpose of the meeting, duration, intended audience, and any equipment requirements in advance.
- Bookings must not conflict with scheduled classes, prayers, or official mosque programs.
- All formal communications with the CMC EC must be conducted in writing via the official EC email address (ec@gungahlinmosque.org.au). The CMC EC will acknowledge receipt within 3 business days. If no acknowledgement is received, the organiser must follow up.

4. Usage Guidelines

- All activities must align with Islamic principles and respect the sanctity of the mosque.
- Political or inappropriate discussions, behaviour, or materials are not permitted.
- Noise levels must be kept to a minimum to avoid disturbing worship and other activities.
- Food and drinks should be limited and disposed of responsibly, where permitted.
- Kids and youth-related programs must be supervised at all times.

5. Responsibilities of Users

- Maintain cleanliness and leave the classroom in its original condition.
- Use mosque property and equipment responsibly.
- Take full responsibility for any damage or misuse of mosque property.
- Always ensure respectful conduct and Islamic manners and etiquette (akhlaq), wear appropriate and modest dress, and ensure that no shoes are worn inside the classrooms.
- The classrooms must not be used for sleeping or resting purposes.
- The CMC EC accepts no responsibility or liability for any injury, loss, or harm sustained by any individual/group while using the premises. All users and participants are responsible for their own safety and well-being and must ensure that activities are conducted in a safe and appropriate manner at all times.

6. Equipment Use

- Any use of mosque equipment or devices must be requested and approved in advance.
- Users must report any faults, damage, or malfunctions immediately to CMC EC.
- Users are responsible for the proper handling and return of all equipment.
- Users will be responsible for the cost of repair or replacement of any equipment damaged due to negligence, misuse or unauthorised use.



- The CMC EC reserves the right to deny or restrict access to equipment where misuse, damage or non-compliance with mosque policies is identified.

7. Compliance and Conditions of Use

- Failure to comply with this policy may result in the cancellation of current and/or future bookings.
- GM classrooms must not be used as a platform by any external group or communities outside of CMC for teaching, youth programs, or related activities.
- Any CMC member (individual or group) booking the classrooms for Islamic teaching, youth programs, or related activities must ensure such activities are conducted voluntarily and are not used for profit-making or commercial purposes. The CMC EC reserves the right to verify with attendees or participants whether the activity is voluntary or fee-based. Any breach of this condition may result in the suspension or cancellation of the booking.
- Any financial matters related to the use of GM classrooms will be handled solely by the CMC EC.

8. Review

This policy shall take effect immediately upon approval by the CMC EC and will be reviewed as required.

Approved by: CMC Executive Committee

Date Approved: 6 May 2026

Version Control

Version	Date	Author / Approved By	Summary of Changes
v0.1- Final	6 May 2026	CMC EC	Final Copy