

## Instruction

### Homework

The Board of Education acknowledges that homework is an important part of each student's education. Homework is a tool for teaching the necessary skills of independent student and learning outside the school. Schools characterized by high achievement emphasize studying, skill attainment and responsibility for learning and homework.

The Board acknowledges that homework:

- A. Increases time on task and learning;
- B. Extends opportunity to pursue special interests or ability areas;
- C. Encourages the use of independent research skills;
- D. Challenges students to set priorities, manage their time and develop self-discipline for lifelong learning;
- E. Provides an opportunity for parental involvement in the formal educational process;
- F. Communicates high expectations schools hold for their students, teacher, administrators, and community.

Completing homework assignments is the responsibility of each student.

### HOMEWORK RULES AND GUIDELINES

Amount and type of homework assigned will be based on research based instructional theory. Teachers will make adjustments for differences in students' abilities and learning styles.

- A. Homework should be given with a purpose that is understood by both teacher and student.
- B. Homework should be used to enhance learning, not as a punishment; homework projects need the reflective periods not possible in the classroom.
- C. Homework should be used to monitor learning.
- D. Homework should be acknowledged by the teacher (i.e., checked, graded, credited).

- E. Homework should be an integral part of a student's performance evaluation.
- F. Homework should include assignments to enhance society awareness, community appreciation and other innovative activities and experiences.
- G. Each teacher will develop a plan with his/her building administrator to implement the homework policy.
- H. Building administrators will monitor each teacher's implementation of the homework policy.

The Norwich Public Schools will provide instruction in study skills to help students with homework completion.

- A. The process of completing homework should be taught as a separate study skill.
- B. Study skills should be incorporated in instruction throughout the curriculum to facilitate effective learning at home and school.

#### PURPOSES OF ASSIGNMENTS

- A. Practice assignments should help students master basic skills that have already been presented in class.
- B. Preparation assignments should help students benefit from subsequent lessons; for example, define vocabulary terms that will be used in the next lesson.
- C. Extension assignments should require students to use a new skills or concept in a new situation; for example, after having learned the causes of the American Revolution, students will then compare these causes to the causes of the Civil War (Grade 5 example)
- D. Creative assignments should require students to integrate many skills and concepts; for example, a book report or research project.

#### RESPONSIBILITIES OF THE PRINCIPAL

- A. Oversees the implementation of the district's homework policy.
- B. Interprets policy to students, teachers and parents.
- C. Individualizes the policy according to the needs of his/her school.

#### RESPONSIBILITIES OF THE TEACHERS

Students should be taught study techniques, which include the wise scheduling and use of time. They should learn to incorporate long-term assignments into their daily schedules. Teachers should make students and parents aware that homework assignments are to improve study techniques, including the wise scheduling and use of time. Teachers will inform students and parents how homework will be reflected in the students' progress. Teachers are expected to explain to students and parents their individual homework expectations (e.g., for grading, extra credit).

#### RESPONSIBILITIES OF THE STUDENT

- A. It is the responsibility of each student to keep track of assignments in a systematic way.
- B. It is the responsibility of all students at all levels to complete all homework assignments on time as directed by the teachers and to the satisfaction of the respective teachers.
- C. It is also each student's responsibility to be fully aware of all rules, regulations and consequences that relate to non-compliance with the homework policy.

#### RESPONSIBILITIES OF THE PARENT

It is the responsibility of each parent to support, cooperate with and encourage his/her child to take the time and show forth effort so that he/she will hand in quality homework assignments on time. Homework is an integral part of each child's education.

#### EXEMPTIONS

- A. Students may be exempted from homework assignments only with permission from the teacher.
- B. During standardized testing periods, teachers may assign review homework which related to standardized testing skills/objectives.
- C. Students may be exempted from homework for religious reasons.

## ADMINISTRATIVE PROCEDURES

### INSTRUCTION

#### Homework

##### Time Allocations for Homework

The following time allocations are to be considered as guidelines as students with different levels of ability may require more or less time than is indicated.

##### Kindergarten

Activities for homework in kindergarten should require no more than fifteen minutes and consist of activities that present the child with the opportunity to reinforce the concepts and skills that have been developed. At this level, home/study activities should be assigned at the discretion of the teacher.

Grades 1 and 2, up to 30 minutes, 4 nights a week.

Grade 3 and 4, up to 45 minutes, 4 nights a week.

Grades 5 and 6, up to 60 minutes, 4 nights a week.

Students in Grades 3 - 6 should have experience working on long-term projects, preparing for tests and reading assignments. These should be considered as homework, and may entail completing assignments over a weekend or holiday period, because students must learn budget their time and set up priorities.

Grades 7 and 8, total for all subjects, up to 2 hours per night.

Students in middle school grades should have experience working on long-term projects, preparing for tests and reading assignments. These should be considered as homework, and may entail completing assignments over a weekend or holiday period, because students must learn to budget their time and set up priorities.

##### High School

Advanced placement courses, 4 hours weekly, per course. Advanced or more demanding courses, 3 hours weekly, per course. Regular courses, 2 hours weekly, per course.

Students in the high school grades should have experience working on long-term projects, preparing for tests, and reading assignments. These should be considered as homework, and may entail completing assignments over a weekend or holiday period, because students must learn to budget their time and set up priorities.

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NORWICH PUBLIC SCHOOLS  
Norwich, Connecticut