

**McClure Elementary School**  
**Homework Policy (K-5)**

**Homework Philosophy/Introduction**

McClure Elementary believes homework is an essential part of the school program. Assignments will vary in accordance to the needs of the class and will relate to classroom instruction. Homework assignments are intended to reinforce concepts already learned, extend learning initiated in the classroom and serve as a tool for teachers to assess student understanding of classroom instruction. Completion of routine homework can motivate students to develop good work habits, while increasing the opportunity for individual initiative and responsibility. Homework can also stimulate creativity, critical thinking and awareness that learning can take place outside of the classroom. The guidelines below indicate how students, parents, teachers and administrators all have a responsibility for the success of homework.

**Homework Policy Guidelines for Students**

- Always do your best work
- Record directions for homework in an assignment notebook/student planner.
- Understand assignments clearly before leaving class
- Bring home the proper materials to complete the assignments
- Hand in completed assignments on time
- Budget time properly for long-term assignments
- Complete any work missed due to absence from class
- Understand how homework may affect your performance in class and progress towards standards
- Talk to your parents and teacher if you are having difficulty with homework
- Homework will not be assigned during school vacation except for the completion of previously assigned long-term projects.
- Attend McClure's Homework Room in the morning (8:15-8:45 daily)

**Homework Policy Guidelines for Parents**

- Be familiar with the philosophy and guidelines of the homework policy
- Check your child's assignment notebook/student planner/backpack
- Provide a time and place to do homework assignments with limited interruptions
- Actively supervise homework completion, assisting, but NOT doing the work
- Oversee completion of long-term assignments to assist in understanding time management
- Contact the teacher with questions or concerns especially if your child exceeds the allotted time frame
- Homework will not be assigned during school vacation except for the completion of previously assigned long-term projects.

**Homework Policy Guidelines for Teachers**

- Assign homework on a regular basis in keeping with the homework policy
- Assignments may be on a daily basis or of a long-term type, such as a report
- Students are to understand clearly all homework assignments
- Require that each student have an assignment book/student planner (3-5 grade)
- Homework may take the form of class, group, or individual assignments
- Group projects should not be assigned as homework, unless students can work on their individual parts independently
- Teachers should coordinate assignments, tests, and projects with other teachers, as appropriate, to avoid overburdening students (specialist, resource room, etc.).
- Assignments should be discussed, checked and when appropriate, corrected and returned to students but not graded (feedback to students)
- Specific policies/practices of teachers are to be submitted to the principal and clearly communicated to students and parents
- Teachers have the responsibility to communicate with parents of students who are falling behind in completing homework assignments
- Homework will not be assigned during school vacation except for the completion of previously assigned long-term projects.
- Non-completion of homework will not warrant punitive action on the part of the teacher (losing recess, not being allowed to participate in classroom celebrations, etc.)

### Homework Policy Guidelines for Administrators

- Include this homework policy in all teacher, parent and student handbooks
- Require teachers to communicate homework policy to students and parents
- Make certain that teachers are implementing the homework policy consistently and uniformly
- Assist teachers, when necessary, in implementing this homework policy
- Observe use of homework during classroom visits
- Review homework samples and assignments periodically
- Give suggestions to teachers, when necessary, on how assignments could be improved
- Develop homework incentive programs/practices with teachers and parents to assist and enhance homework completion

### Time Frame of Homework Assignments

While it is understood that the time it takes to complete homework assignments may vary with each child, the times below are the **general guidelines** for each grade level. If your child is having difficulty on a consistent basis completing assignments within the time frames established, please contact your child's teacher for assistance.

Homework Time Frame	
Kindergarten	Up to 20 minutes of reading* per night, Minimum of four days Monday through Friday
Grade 1	20 minutes of reading* per night 15 minutes of homework four nights per week, Minimum of four days Monday through Friday
Grade 2	20 minutes of reading* per night 15 minutes of homework four nights per week, Minimum of four days Monday through Friday
Grade 3	30 minutes of reading* per night 20 minutes of homework four nights per week, Minimum of four days Monday through Friday
Grade 4	40-45 Minutes of homework four nights per week, Monday through Thursday Students may be required to spend time on the weekends for any long-term assignments and required reading 30 minutes of reading per night
Grade 5	45-60 minutes of homework four nights per week, Minimum of four days Monday through Friday Students may be required to spend time on the weekends for any long-term assignments and required reading 30 minutes of reading per night
<p>Students should be encouraged to read for pleasure on weekends and vacations.</p> <p><b>* Reading also includes having adults reading to children.</b></p> <p>If a student is experiencing difficulty, parents/guardians have the option of signing off at the upper time limit for completing homework, if the student has worked studiously and has produced quality work.</p>	