



HOMework POLICY

Homework contributes toward building responsibility, self-discipline, and lifelong learning habits. It is the intention of Brooklyn Technical High School faculty to assign relevant, challenging, and meaningful homework assignments that prepare students for new material and reinforce classroom learning objectives. Homework should provide students with the opportunity to apply information they have learned, complete unfinished classroom assignments, and develop academic independence.

Homework assignments should be differentiated to meet individual students' needs and may include:

- **Practice** exercises to follow classroom instruction
- **Preview** assignments to prepare for subsequent lessons
- **Extension** assignments to transfer skills or concepts to new situations
- **Creative** activities to integrate many skills toward the production of a response or product

DURATION

Actual time required to complete assignments will vary with each student's work habits, academic proficiency, and course load. Students should expect to spend 20 to 30 minutes per period of class instruction on homework (2 to 3 hours total). Students spending an inordinate amount of time (in excess of four hours) doing homework should discuss the issue with their guidance counselor.

SUBMISSION

Students are expected to submit work on time. Students who turn in late assignments on a consistent basis may receive: partial credit, no credit, communication with parents/guardians, guidance intervention, or academic intervention via mandated tutoring which may result in disciplinary action for failure to attend. Extenuating circumstances require a note from the parent/guardian which should be validated through direct contact.

Students who miss homework due to absence will be given the opportunity to submit missed work. Students are given **one calendar day for each day absent** to submit the missing work.

ASSIGNMENTS

Daily Assignments: Homework should be assigned daily for each class.

- The task may be a written response to questions, a reading assignment, or a routine to be followed or practiced.
- At least two days lead time must be given for assignments requiring a typewritten submission.

Long Term Assignments: Long term assignments must be defined in the course syllabus.

- Lab reports, term papers, and projects should have a clear task, grading rubric (including punctuality of submission as a category), due date, and a sample model of exemplary practice available for student review.
- If the assignment is longer than two weeks in duration, interim grades based on progress should be given every two weeks (feedback on a draft, guidance on the direction of a paper, etc.)

Vacation Assignments: As determined by the School Leadership Team in Spring 2011, vacations are frequently a time for families to spend time together, celebrate holidays, and/or travel. Many of our students are away from home during the vacation periods and cannot bring books and materials. Please be conscious of the "portability" of your assignments as many of students do not have laptops and cannot travel with textbooks. For the purpose of this policy, vacations shall be defined as: Winter Recess, President's Week, Spring Break and Summer Break.

If assigning homework during a vacation period, follow the directives below:

- *Vacation homework can only be assigned for classes that terminate in a formal exam (Regents, AP or PLTW). The only exceptions to this rule are classes that meet for only one semester such as Health, Government & Economics.*
- *Vacation homework must be assigned at least one week prior to the vacation and should take no more time to complete than a typical weekend assignment.*
- *Any summer assignments given must be accompanied by instructions indicating how a student with questions would seek guidance/assistance during the summer.*
- *Assignments should not be due the first day back from the break to allow students time to print materials as needed.*