

## **The New Haven Middle School Homework Policy**

### **Purpose:**

The New Haven Middle School Homework program will serve as an important link between home and school, keeping parents/guardians informed by reinforcing and extending school learning, experiences, and interests. Assignments have the following purposes:

- To prepare for, reinforce, and extend concepts introduced in class
- To activate prior knowledge and assess student understanding
- To establish study habits and self-reliance
- To allow parents/guardians and teachers to monitor student progress

### **Definition:**

Homework is defined as at-home assignments, studying, and/or projects performed by the student. Homework is a way to help your child develop work and study habits that will assist him/her throughout the years spent in school. Homework should encourage family involvement as well.

### **Time:**

The New Haven Middle School recognizes the United States Department of Education standard homework guidelines and recommendations from other experts in education. (Please refer to <http://www.ed.gov/parents/academic/help/homework/part4.html> or <http://www.ed.gov/parents/academic/help/homework/part5.html> for, further information.) Students' total daily homework should not exceed the guideline of 60 - 90 minutes, assuming students have completed daily in-class assignments and make-up work. This includes all classes with the exception of Band, Chorus, and Drama. These will require additional or extended time.

### **Missing Work Policy:**

Students are expected to turn in homework on time. Students who do not turn in assignments will receive a consequence based upon individual teacher discretion or grade level policy. These consequences shall include:

- Homework Lunch
- Partial credit
- Missed reward activity
- Communications with parents

### **Student Absence:**

Students who miss homework because of an absence will receive the opportunity to make up missed work. Upon returning to school following an absence, it is a student's responsibility to contact the teacher or teachers to request make-up work. The contact should be made on the day the student returns to school unless the teacher allows a longer time. Students are given one school calendar day for each day absent plus one day to turn in the work. Make-up work submitted late will be subject to aforementioned consequences.

**Extenuating Circumstances:**

A student who has extenuating circumstance may turn homework on the next day if the student brings in a parent/guardian note requesting exemption. Habitual parent notes will not be accepted.

**Responsibilities:**

As with all schoolwork, but especially with homework, the interaction among the teacher-student-parent/guardian is essential. The final responsibility for homework rests with the student.

**The student should**

- Know the school's homework and agenda use policies.
- Record all assignments in their agenda.
- Be aware of the importance of homework.
- Ensure homework is completed to the best of his/her ability.
- Complete homework in the given time frame.
- Manage time on projects and studying in order to maintain the guideline of 60 - 90 total minutes of homework.
- Ask for assistance from teachers, classmates (study buddies), and parents/guardians as needed.

**The teacher/staff should**

- Assign relevant, challenging, and meaningful homework.
- Give clear instructions and ensure that students understand expectations including how homework will be assessed.
- Offer assistance when needed.
- Provide verbal or written feedback promptly to students.
- Maintain homework records and communicate with parents/guardians if homework issues begin to negatively impact the grade.
- Meet regularly with interdisciplinary teachers to ensure that the amount of homework assigned is reasonable, taking into account competing home obligations, extracurricular activities, and homework assigned by other teachers.

**The parent/guardian should**

- Understand that 60 - 90 total minutes of homework is only a guideline and that there may be occasions when homework takes additional time. Some students routinely require more time.
- Take an active interest in homework.
- Set a regular, uninterrupted study/homework time each day in a dedicated place.
- Communicate regularly with teachers to monitor and encourage student progress.
- Update phone numbers and email addresses as needed.
- Stay well informed via Infinite Campus online grading system. Visit the district web site for more information on how to access your students' grades.

### Homework Lunch Procedures

Homework lunch is a supervised silent lunch period where a student may complete unfinished homework. Any student completing missing assignments may return to the cafeteria to socialize with peers.

- Thursday: Teachers report all missing assignments to office
- Friday: Student receives notification of homework lunch and a list of missing assignment(s).
- Monday: student reports to homework lunch, unless student satisfactorily completes missing assignment(s).
- Student will report to homework lunch until completion of assignment.
- Students who consistently fail to turn homework in on time may be assigned to an after school homework make up session or other homework intervention in lieu of lunchtime homework.

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I \_\_\_\_\_ have read and understand The New Haven Middle School Homework Policy. I understand that if my child fails to complete assignments they will be assigned to homework lunch.

X: \_\_\_\_\_  
Printed Name of Parent/Guardian

X: \_\_\_\_\_  
Signature of Parent/Guardian

I \_\_\_\_\_ have read and understand The New Haven Middle School Homework Policy. I understand that if I fail to complete assignments I will be assigned to homework lunch.

X: \_\_\_\_\_  
Printed Name of Student

X: \_\_\_\_\_  
Signature of Student