

# Ichabod Crane Middle School

## Homework Policy

Adopted by the Shared Decision  
Making Committee – 6/05

### Purpose/Objective

The purpose of homework at the Ichabod Crane Middle School is to:

- ◆ Extend, reinforce and apply to the concepts presented in the classroom.
  - ◆ Develop a sense of self-discipline, self-reliance, personal responsibility, personal accountability, and independent thinking.
  - ◆ Promote parent awareness and allow direct involvement in their child's learning.
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### Responsibilities

The **student** has the following responsibilities associated with homework assignments:

- ◆ Understand and record (planner recommended) what the assignments are and when they are due.
  - ◆ Deliver all written communication between home and school.
  - ◆ Ask questions when instructions/assignments/or deadlines are not clear.
  - ◆ Organize time and materials in order to complete assignments.
  - ◆ Hand completed assignments in ON TIME.
  - ◆ Give homework your best effort before asking parents for help.
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The **teacher** has the following responsibilities associated with homework assignments:

- ◆ Assign homework that reinforces what has been learned or serves as an extension of classroom activities.
- ◆ Provide clear instructions as to what is expected and when. (check for understanding)
- ◆ Evaluate and return homework within a reasonable timeframe and with appropriate feed back.
- ◆ Communicate with student (then parent) if a pattern\* of student non-compliance develops.
- ◆ Incorporate reading as much as possible into homework assignments within student's abilities.

\* A pattern, for example, could be 2-3 assignments in a row, miss 1-hand in 1-miss 1, miss every Monday.

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The **parent/guardian** has the following responsibilities associated with homework assignments:

- ◆ Establish a regular time and quiet area for homework to be done.
  - ◆ Inquire as to what kind of homework has been assigned.
  - ◆ Make sure proper materials are available for completing assignments.
  - ◆ Encourage student to use planner in order to record assignments.
  - ◆ Be supportive, give assistance, and encourage student to ask teacher for guidance when necessary. (taking longer than necessary, not understanding subject matter)
  - ◆ Communicate with teacher to resolve any questions or problems with student completion of assignments.
  - ◆ Respond to school communication in a reasonable timeframe.
  - ◆ Request homework assignments for days absent by 9:15 AM on the morning of the absence when appropriate.
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The **administration** has the following responsibilities associated with homework assignments:

- ◆ Ensure that all parties understand the homework policy.
  - ◆ Monitor compliance of the policy.
  - ◆ Respond to student, teacher and parent homework concerns.
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### **Time Limits and General Guidelines**

- ◆ Students in the Middle School may have an average of 60 minutes of homework per day.
  - ◆ When assigning homework and due dates, major school functions, such as, band concerts, field trips, and school plays should be considered.
  - ◆ Assignments should be coordinated and planned with input from the team teachers and other grade level teachers to avoid overloading of homework beyond the time limit guideline.
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### **Tips for Parents:**

- ◆ Encourage student to read on light homework nights.
- ◆ Check frequently with student to see if any supplies are needed for school.
- ◆ Organize binders and book bags with the student after every interim and report card.
- ◆ Encourage a dialogue with your child about the homework assignment. Ask to see homework.
- ◆ If student states that his homework is in his locker at school, bring him or her to the Middle School to get it. The building is open until 10:00 PM Monday through Friday. Enter through the doors by the large gym near the receiving room. However, custodians are not allowed to open classrooms for students or parents.