

COLUMBIA COUNTY SCHOOL SYSTEM
HOMEWORK PROCEDURES

ELEMENTARY

The duration of assignments for the average student should not exceed the following:

<u>Grade</u>	<u>Time Per Night to Include Study Time</u>
Kindergarten	15 minutes
One	30 minutes
Two – Three	45 minutes
Four – Five	60 minutes

Lack of homework should not be the sole factor in failure.

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MIDDLE SCHOOL

The middle school teachers shall coordinate homework assignments within their interdisciplinary team. Combined team and exploratory assignments should not exceed an hour and fifteen minutes per night for an average student. This does not include time spent on long-term assignment projects.

Lack of homework shall not be the sole factor for student failure.

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HOMEWORK PROCEDURES

SECONDARY SCHOOL

In grades 9-12, homework will be divided into two categories, major and regular. Major homework is defined as assignments requiring nights or weeks in preparation. Examples are term paper on an assigned topic, a book report, an art portfolio, construction of an exhibit (for Science Project, etc.), or notebooks.

Regular homework is defined as an assignment which can be completed in one evening. Regular homework for a secondary student will average no more than approximately 30 minutes per subject.

The accountability for homework is three-fold: student, teacher, and principal. Parents should be indirectly involved with all three.

Students should be accountable for homework in three ways. It should be done on time (not accepted late if the student was present when assigned and when due). It should be neatly and completely done in the manner assigned by the teacher. It should be made up if the student has an excused absence. On the secondary level, the student must accept responsibility for asking for missed assignments and for completing them promptly.

Teachers should be accountable for homework assigned. Homework (other than reading) may be collected or checked on time and returned promptly. Homework will be accounted for before discussion of answers.

Teachers will assign homework that is directly related to the unit under study or a part of a course objective (i.e., daily news notes for social studies or a composition to gain writing skills in a language arts class). Grammar and spelling may be checked. Reading assignments will be checked by class discussion or by periodically given pop quizzes. Homework will not be assigned as a means of punishment.

Teachers will give clear, concise, and concrete instructions for any assignment. Teachers may want to distribute a set of general rules on homework, including form, the first week of school for students to put it in their notebooks for reference.

The principal, as head of the individual school, will be accountable to the system for implementation of the homework policy. The principal will discuss fully with the teachers at the beginning of the school year the system's and school's homework policies, the students' responsibilities, and the teachers' responsibilities. Individual departments may establish their own specific guidelines (i.e., an English department may want to require a certain number of compositions within a grading period) within the framework of the system's procedure and school's procedure with the principal's approval.

ADOPTED: 7/10/90

REVISED:

Columbia County Board of Education