



RANGIORA NEW LIFE SCHOOL

POLICY AND PROCEDURES MANUAL

Providing quality Christian education that equips and inspires all students to reach their life potential in order to serve God's purposes.

Procedure	Curriculum	Homework	
Established		Principal	
Last Review	October 2006	Principal	

RATIONALE

- 1 Homework is seen as an integral and essential part of the whole learning process for all pupils. Skills and knowledge acquired at school need to be reinforced and developed at home. The regular practice of homework develops self-discipline, perseverance and other important aspects of Christian character.

Proverbs 4:13 *“Hold on to instruction, do not let it go; guard it well, for it is your life.”*

- 2 It is recognised that considerable parent/caregiver help is necessary to achieve our educational and spiritual goals. For this reason we encourage all parents/caregivers to spend time as often as possible working with pupils to help them achieve their learning potential.

PURPOSES

- To promote in our students self-management skills and healthy work attitudes.
- To reinforce what is being taught at school and in the home in other areas of responsibility.
- The homework that is sent home, falls under three categories.

GUIDELINES

- 1 All pupils will regularly receive relevant homework at an appropriate level.
 - 2 The amount of homework set will vary according to a pupil's age or class/form level. The **maximum** times are set out under PROCEDURES.
 - 3 Pupils who are unable to complete homework satisfactorily must bring a note of explanation to school. Parents/caregivers should contact the teacher if there are any problems about homework.
- ***Time/Days – Each teacher is free to set and retrieve homework on days suitable to programmes but the following are the times agreed on overall.***
 - Juniors 20 – 30 minutes x 4 nights
 - Middles 30 – 45 minutes x 4 nights
 - Intermediates 1 hour x 4 nights
 - Core reinforcement activities - such as reading, spelling lists, basic facts and computations in mathematics.
 - Extension activities - such as a special project or assignment (usually over a longer time period)
 - Catch-up activities - from work that reasonably should have been completed during class time.

PROCEDURES

- 1 The staff are to ensure that appropriate homework is set regularly and that it is either recorded in the homework notebooks provided or sent home as a sheet.
- 2 The expectations of completion dates and standards of work are to be explained clearly to the pupils.
- 3 Homework that is not done to a satisfactory standard will be noted by the classroom teacher and will be acted upon.

- 4 Parents will be informed if homework is not being done regularly or not being done to a satisfactory standard.
- 5 The **maximum** amount of time to be spent daily on homework is:
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| Years 1&2 (e.g. reading practice, memory verse) | 15 mins. |
| Years 3&4 (reading, spelling, tables, memory verse) | 30 mins. |
| Years 5&6 (maths, spelling, creative writing/thinking) | 45 mins. |
| Years 7&8 (reading, maths, current events, spelling) | 1 hour |
| Year 9 & 10 (20 mins. per subject) | 2 hours |
| Year 11-13 (30 mins. per subject per night) | 2.5 hours |
- 6 This policy shall be well publicised to all pupils and parents/caregivers.

FROM PARENT HANDBOOK

a) Homework

Homework expectations are as follows:-

We, at this school, endorse the value of regular homework. We see the necessity of the children developing self-management skills and healthy work attitudes. Homework is one way of instilling such skills and attitudes, reinforcing what is being taught at school and in the home, in other areas of responsibility.

The homework that is sent home, falls under three categories.

1. Core reinforcement activities such as reading, spelling lists, basic facts and computations in mathematics.
2. Extension activities such as a special project or assignment (usually over a longer time period).
3. Catch-up activities from work that reasonably should have been completed during class time.
4. Completion / continuance of work started or continuing in class.

Time/Days – Each teacher is free to set and retrieve homework on days suitable to programmes, but the following are the times agreed on overall.

Juniors	20 – 30 minutes x 4 nights
<u>Middles</u>	30 – 45 minutes x 4 nights
<u>Intermediates</u>	1 hour x 4 nights
<u>Secondary</u>	Y.9 and Y. 10 = 20 minutes per subject Y.11 and Y.12 = 25 minutes per subject Y.13 – 30 minutes per subject

From the staff's side we undertake, to the best of our ability, to:-

- Set the homework that will benefit the child using a variety of tasks and is of a reasonable duration as outlined above and hopefully will be enjoyable.
- Mark the homework and give relevant feedback to the child and/or parents and keep a record of incomplete or not attempted work.
- Maintain the homework, ensuring it is regular and deadlines are clearly set out or understood.

From the home we would like a commitment to:-

- Encourage your child to have their homework in their bags, do their best at each task, use their time wisely and have their work returned by the due date or the arrangement each teacher has.
- Provide if possible a quiet place and time for them to work, where they can seek assistance easily.
- Give praise for good attitudes, work habits and for work that is tidy and done well.
- Where necessary attest to the originality of their child's work.
- Approach the teacher either by note, phone or in person if your child is experiencing any difficulties with the work set, the amount set, or other circumstances that may be relevant. The sooner the better.
- Not letting it stop normal play and recreation.