



# ST. PETER'S LUTHERAN SCHOOL

## Homework Policies

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As we begin our 162<sup>nd</sup> school year, it is important that all students and parents are fully aware of each grade levels' homework policies. Teachers have worked hard to develop policies that are development appropriate for the students in their respective classrooms. Questions on our policies should be directed to specific classroom teachers. Thank you for being a part of the SPLS family!

### Homework Guidelines

Children are expected to prepare their work neatly, accurately, completely, and to submit their assignments on time. Parents should show an interest and concern in their child's work by frequently discussing it with him or her and by being willing to assist them with their work.

Grade levels will determine their individual consequences for incomplete or late homework. Penalties will not exceed a 50% reduction for one day late. Homework two or more days late may be counted as a zero (0). Additionally, recess time may be removed from students who have difficulty completing homework assignments on time. Parents will be notified through a referral, phone call, or email every day that their children miss homework assignments. If a referral is sent home, the referral is to be returned the next day with a parent signature. Children are given opportunities to complete many of their assignments in school. In cases where a child seems to bring home a large amount of work, parents should arrange to discuss this condition with the classroom teacher.

### Make-up Assignments and Tests

Students who are absent from school, whether such absences are excused or unexcused, are expected to independently make up any work missed during the absence. All students will be given the opportunity to make up work missed due to absence in accordance with the following guidelines:

- The student or the parent shall contact the teacher(s) to make arrangements for making up work missed during an absence from school.
- Teachers will provide a time schedule (days of absence plus additional time) for completion of work missed due to absence.
- Tests missed due to an excused absence can be taken at a reasonable time mutually agreed upon by teacher and student.

### Kindergarten

Students are responsible for completing weekly assignments in their homework envelopes by Friday of each week. If the homework is not returned by Friday, students will have a grace period over the weekend to complete it. Parents will be notified of the missing assignments and the work must be returned by Monday or the student will need to complete it during part of the first recess. Students are also responsible for a memory verse each week.

## First Grade

Students are responsible for completing their math and reading homework by Friday of each week. In addition, students will need to recite the memory verse each week. If homework is not returned by Friday, the student will need to complete it during recess.

## Second Grade

Monday-Thursday there will be 20 minutes of reading each night. In addition, each night will have a different subject worksheet that a child can expect to spend 5-10 minutes on. An example is included below. Students will be expected to turn their homework packet in on Friday of each week. If students do not have their homework completed, they will complete it at their first recess. Students will have a spelling quiz each Friday and will be assessed on the memory verse of the week.

|                                   |                                       |   |
|-----------------------------------|---------------------------------------|---|
| Name: _____                       |                                       |   |
| Week 1                            |                                       |   |
| Return to your teacher on Friday. |                                       |   |
|                                   | <b>Packet</b>                         | <b>Nightly Reading</b>                  |
| <b>Monday</b>                     | Math Homework Sheet                   | Read to a stuffed animal for 20 minutes |
| <b>Tuesday</b>                    | Language & Foundations Homework Sheet | Read to your parents for 20 minutes     |
| <b>Wednesday</b>                  | Reading Homework Sheet                | Read by yourself for 20 minutes         |
| <b>Thursday</b>                   | Writing Homework Sheet                | Read to your parents for 20 minutes     |

## Third Grade

Students will be allowed to hand in late assignments but 10% will be subtracted for each day that it is late. If missing homework assignments are not turned in on the date that it is due, then it will need to be completed during recess. Students will still be granted partial recess time. Please note that student homework assignments include math homework on Wednesdays, Just Right Facts, and they will recite memory each week.

## Fourth Grade

Students in 4th grade will be expected to have all assigned work fully completed before entering the classroom on the day work is due. Most of our work will be completed in class so students will be expected to make a wise use of their time during the school day to avoid having much homework in the evenings. Students can expect to have math homework 4 – 5 nights per week unless it is completed during class. In addition, students will need to study their Just Right Math Facts each week, and memory work has to be completed by Thursday morning. Students will be allowed to hand in late assignments but will be penalized 10% of their grade each day it is late. Work turned in more than a week late will result in a 0 on that assignment, but it is still expected to be completed. Students who regularly have incomplete or missing assignments will be expected to use their recess time to complete them in addition to receiving 10% off of their grade.

## Fifth Grade

Students are expected to have all assigned work completed prior to the beginning of class on the day it is due. Students are expected to use their class time wisely to complete work. Students who do not have homework or classwork completed will complete the missing assignment(s) during afternoon study hall. Students will be allowed to hand in late assignments, but 10% will be subtracted from the overall grade. A pattern of consistent missing work will result in further intervention.

## Sixth Grade

**Homework Time** - Actual time required to complete assignments will vary with each student. If your child is spending an inordinate amount of time doing homework, you should contact your child's teachers. Students are expected to use school planners to keep up with their work.

All assignments should be in students' own words and handwriting. Plagiarism will result in a zero for the assignment.

**Late Work Policies** - Students are expected to have all work fully completed for every class before the start of each school day. Students who are present in class when an assignment is due will have one day to turn in a missing assignment. The assignment will be graded, and a 25% penalty assessed for being late. Students who turn in late assignments on a consistent basis may additionally receive any of the following based upon individual teacher discretion: no credit, communication with parents, lunch detention.

**Absent Make-up Work**- Students who miss homework because of an absence will have the opportunity to make up missed work. Students are given one calendar day for each day absent to turn in their work. It's the student's responsibility to ask each teacher about missing assignments. Assignments and tests which have been assigned prior to an absence and are due on or before the student's return will be due the day the student returns to school. We encourage students to use their study hall time wisely and complete make up work during this time. If an extended absence occurs, students should speak with all teachers and discuss a plan for the timely make-up of missing work.

## Seventh and Eighth Grade

### **Purpose**

Homework contributes toward building responsibility, self-discipline, and lifelong learning habits. It is the intention of the St. Peter's Lutheran School Junior High teachers to assign relevant, challenging, and meaningful homework assignments that reinforce classroom learning objectives. Homework should provide students with the opportunity to apply information they have learned, complete unfinished class assignments, and develop independence. Homework may be modified based on students' individual needs (i.e., ISP, 504 plans).

### **Homework assignments include:**

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

### **Time**

Actual time required to complete assignments will vary with each student's study habits, academic skills, and selected course load. If your child is spending an inordinate amount of time doing homework, you should contact your child's teachers. Students are encouraged to pursue non-assigned, independent, leisure reading.

### **Late Work Policies**

Students are expected to turn work in on time. Students who are present in class when an assignment is due will have one day to turn in a missing assignment. The assignment will be graded and a 50% penalty assessed for being late. Students who turn in late assignments on a consistent basis may additionally receive any of the following based upon individual teacher discretion:

- **No credit;**
- **Communication with parents;**
- **Lunchroom Isolation (LI).**

### **Major Projects**

Major projects include research reports, book reports, major essays, and other assignments teachers designate as major projects. Students are expected to manage time in order to complete major projects on time. Students who are present in class when a major project is due will have only one day to turn in a missing major project. The project will be graded and a 50% penalty assessed for being late.

### **Absent Make-up Work**

Students who miss homework because of an absence will receive the opportunity to make up missed work. Students are given one calendar day for each day absent plus one extra day to turn in their work. It's the student's responsibility to get work missed due to illness or absence by talking with each teacher in Junior High. If a student is absent from school, they will have one day of attendance plus one day to make-up tests and quizzes. We encourage students to use their study hall time wisely and make up work during this time. If an extended absence occurs, students should speak with all teachers and discuss a plan for the timely make-up of missing work.

### **Responsibilities of Staff**

- Assign relevant, challenging and meaningful homework that reinforces classroom learning
- Give clear instructions and make sure students understand the purpose
- Give feedback and/or correct homework
- Involve parents and contact them if a pattern of late or incomplete homework persists

### **Responsibilities of Parents**

- Set a regular, uninterrupted study time each day
- Establish a quiet, well-lit study area
- Monitor student's organization and daily list of assignments in their agenda
- Help student work to find the answer, not just get it done
- Be supportive when the student gets frustrated with difficult assignments
- Contact teacher to stay well informed about the student's learning process
- Check Fast Direct regularly to stay abreast of student's progress

### **Responsibilities of Students**

- Write down assignments in assignment notebook
- Be sure all assignments are clear; don't be afraid to ask questions if necessary
- Set aside a regular time for studying
- Find a quiet, well-lit study area
- Work on homework independently whenever possible, so that it reflects student ability
- Produce quality work
- Make sure assignments are done according to the given instructions and completed on time