

**CRANFORD PUBLIC SCHOOLS  
CRANFORD, NEW JERSEY**

**ADMINISTRATIVE REGULATION**

**HOMEWORK**

It is generally acknowledged that homework, when used appropriately, can be a powerful instructional tool. Prominent among the reasons homework is assigned include:

1. Reinforce lessons taught in the classroom
2. Stimulate further interest in topics taught
3. Develop independent study skills and work habits
4. Encourage individualized and creative learning
5. Provide a vital link between school and home

Homework assignments are made on a regular basis by teachers at all grade levels, with consideration given to the age, grade level and the needs and abilities of the learner. The suggested time guidelines listed below will vary depending upon the needs, maturation levels and abilities of individual students. In addition, students will often be asked to engage in "study time" which will again vary from individual to individual. All homework assignments should be checked to be sure that they have been completed in a satisfactory manner. Collected homework should be returned in a timely manner and written assignments should be evaluated appropriately.

The following guidelines have been established for the grade levels indicated.

**Elementary School (Grades K -5)**

It is expected that some type of homework assignment will be given on a daily basis. Teachers should coordinate their assignments so as not to overload the younger children. Suggested daily time allocations are as follows:

- Kindergarten - 5 to 15 minutes per night
- Grades 1 and 2 - 10 to 20 minutes per night
- Grades 3 and 4 - 30 to 50 minutes per night
- Grade 5 - 50 to 60 minutes per night

In grades 3 - 5, students will gradually be introduced to long-term assignments as well.

**Middle School (Grades 6 - 8)**

Students should set aside a regular amount of time each school day to complete homework. Once a routine has been established, studying will be easier and more enjoyable. In the sixth grade, students should expect to receive an average of 60-90 minutes of homework per night. In the seventh grade, students should expect to receive an average of 70-100 minutes of homework per night. In the eighth grade, students should expect to receive an average of 90-120 minutes of homework per night.

Grade level interdisciplinary teaching teams will coordinate their homework assignments in an attempt to avoid overburdening the middle school student.

A successful student shall also spend some time each day preparing for the next day's lessons. Students in enriched courses may expect increased amounts of home assignments.

**High School (Grades 9 - 12)**

It is suggested that under ordinary circumstances teachers should assign three 30 - 40 minute homework assignments per week. In addition, teachers may give long-range assignments. High school students should typically expect to do between one and three hours of homework each night. Students in honors and/or AP sections

should expect their assignments to exceed the suggested homework time. Again, study time will vary from individual to individual and may be in addition to written assignments.

### **Homework - A Shared Responsibility**

Homework is the shared responsibility of students, parents, teachers, and administrators.

#### **Students**

An important part of a student's development is to assume responsibility for his/her homework. Students should:

1. Keep a careful written record of all homework assignments.
2. Obtain assignments in the event of an absence and complete in a timely manner.
3. Complete all homework assignments on time.
4. Communicate to teachers any problems encountered with an assignment.
5. Develop time management strategies for test preparation and long-term assignments.
6. Read, study or work on on-going projects when no other assignment is given.

#### **Parents**

Although the role of parents is primarily supportive, they have an important responsibility in the homework process.

Parents should:

1. Provide a suitable location/environment and adequate supplies for homework.
2. Assist student in setting aside enough time for homework.
3. Monitor whether student is meeting homework responsibilities.
4. Assist, support and encourage the student without "taking over" or doing the work for the student.
5. Encourage reading/studying in the absence of written assignments.
6. Notify the teacher when the student is experiencing difficulty with homework.
7. Communicate with the teacher any particular reason for student's failure to complete homework.

#### **Teachers**

Because teachers recognize the varying levels of student achievement, homework assignments should provide for individualized needs. It is the responsibility of the teacher to:

1. Make assignments meaningful and related to classwork.
2. Communicate with parents regarding homework issues.
3. Assign homework that is consistent with students' skills and abilities.
4. Check homework to ensure that assignments have been completed satisfactorily.
5. Evaluate assignments in an appropriate manner and when collected, return in a timely manner.

#### **Administrators**

Since building administrators are responsible for supervising the homework program and serving as liaisons with parents for home support, they should:

1. Monitor the suitable implementation of homework guidelines.
  2. Provide a procedure for informing parents about homework expectations for their children.
  3. Support teachers in implementing the homework program.
  4. Review the homework program with staff members at the beginning of each school year.

Administrative Regulation Placed in Effect:

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Dr. Lawrence S. Feinsod

Superintendent of Schools