



**The Magellan International School**  
El Colegio Internacional Magallanes  
麦哲伦国际学校

## HOMEWORK POLICY

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## **PRESCHOOL AND PRIMARY**

### **Purpose**

MIS considers homework to be a reinforcement of student learning. It must be relevant, significant and challenging. It needs to be varied, age appropriate and engaging. Homework provides students with the opportunity to progress in a well-balanced and holistic way and enable students to work independently. Homework should also be used to deepen understanding of the PYP Units of Inquiry and reinforce the key concepts and skills that have been taught at school. As students develop academically, teachers will expect them to take an increasing responsibility for the organization of their own learning.

It is important to recognize that students also need unstructured out-of-school time; some of our students travel a considerable distance to school, making the school day very long. In addition, students are functioning in a second and even third language.

### **Guidelines**

Students are encouraged to take responsibility for completing their homework in order to develop their self-management skills.

Students will take uncompleted work home to finish. If a student is unable to complete the assignment at home, they can ask for help from the teacher the next day. Recess will not be taken away for homework completion.

Students are responsible to make up homework missed through absence. It is the responsibility of the parents to let teachers and administration know of planned absences. Teachers will provide homework after return from expected absences.

Homework will not be assigned over holidays.

### **Preschool**

There is no official homework in PP3 and PP4. However, teachers may ask parents to bring or prepare different resources for the Units of Inquiry. Additionally, parents are expected to read with their children every day either in English or Spanish.

## **Lower Primary (K-2)**

### Frequency

Homework is sent in a weekly folder once per week each Wednesday and returned on Tuesday.

### Timing per day

Kindergarten	First Grade	Second Grade
15 to 20 minutes for homework including reading	20 to 30 minutes for homework including reading	30 to 40 minutes for homework including reading

### Structure

Homework for English, Spanish, Math and Unit of Inquiry, will be assigned through menus that provide students with choices. Technological tools and resources will be used periodically as part of the homework.

### Role of the student

- Take home necessary materials to complete assignment
- Work towards the goal of doing homework independently with minimal parental help

### Role of the teacher

- Communicate homework expectations to students and parents
- Assign, monitor, correct, acknowledge and return student homework in a timely manner
- Confer with parents regarding homework concerns
- Differentiate homework assignments as needed
- Ensure student understanding of homework assignments by dedicating time during the lesson to initiate the assignment in order to provide any needed clarification.

### Role of the parent

- Provide encouragement and support showing interest in child's work
- Assist your child to develop good study habits by providing a comfortable, well lit study area away from distractions
- Monitor to ensure your child has completed their work
- If there are any concerns about homework assigned, parent should speak with the teacher

### **Upper Primary (3<sup>rd</sup> grade)**

#### Frequency

Homework will be assigned weekly each Wednesday. Homework will be returned at different days of the week depending on the child's schedule.

#### Timing per day

Third Grade
30 to 45 minutes for homework including reading

#### Structure

Homework for English, Spanish, Math and Unit of Inquiry, will be assigned through menus that provide students with choices. Mandarin requires daily practice. Technological tools and resources will be used frequently as part of the homework.

### **Upper Primary (4<sup>th</sup>-5<sup>th</sup>)**

#### Frequency

Homework will be assigned daily. Each night a different subject will be assigned. The children will always know that they will have 10 minutes of Mandarin, 20 minutes of reading in Spanish or English, and 20 minutes of core subject work.

Fourth and Fifth Grade
45 to 60 minutes for homework including reading

#### Structure

On Mondays they will have Math, on Tuesdays Unit of Inquiry, on Wednesdays English Language and on Thursdays Spanish Language. Each child will have an agenda to copy the homework. The teacher will sign to make sure it is written down for the first full 30 days of school. Technological tools and resources will be used frequently as part of the homework.

### Role of the student

- Understand the homework assignment before leaving school
- Take home necessary materials to complete assignment
- Seek teacher assistance with assignments when necessary
- Work towards scheduling time for homework that is compatible with family or after school activities
- Work towards the goal of doing homework independently with minimal parental help

### Role of the teacher

- Communicate homework expectations to students and parents
- Assign, monitor, correct, acknowledge and return student homework in a timely manner
- Confer with parents regarding homework concerns
- Differentiate homework assignments as needed
- Work collaboratively with other teachers to avoid student overload
- Ensure student understanding of homework assignments by dedicating time during the lesson to initiate the assignment in order to provide any needed clarification.

### Role of the parent

- Provide encouragement and support showing interest in your child's work
- Assist your child to develop good study habits by providing a comfortable, well lit study area away from distractions
- Evaluate out of school activities to make sure your child has enough time to complete homework
- Monitor to ensure your child has completed the work
- If there are any concerns about homework assigned, parent should speak with the teacher.

## **MIDDLE SCHOOL**

### **Purpose**

MIS considers homework to be a reinforcement of student learning. It must be relevant, significant and challenging. It needs to be varied, age appropriate and engaging. Homework provides students with the opportunity to progress in a well-balanced and holistic way and enable students to work independently. Homework should also be used to deepen understanding and extend the learning of students in the skills and key concepts of the MYP.

As students develop academically, teachers will expect them to take responsibility for the organization of their own learning at home.

It is important to recognize that students also need unstructured out-of-school time; some of our students travel a considerable distance to school, making the school day very long. Additionally, the Middle school day is longer than average Middle Schools. In addition, students are functioning in a second and even third language.

### **Guidelines**

Students are expected to take responsibility for completing their homework in order to develop their self-management skills.

Students will take uncompleted work home to finish. If a student is unable to complete the assignment at home, they can ask teachers for additional assistance and time to complete the work. If those deadlines are not met, teachers have discretion to use break time for students to complete work.

Students are responsible to make up homework missed through absence. It is the responsibility of the parents to let teachers and administration know of planned absences. Teachers will provide homework after return from expected absences.

Homework will not be assigned over holidays apart from summer reading.

### Frequency

**6th – 8th grade** - Moderate homework for Math and Languages can be assigned on a regular basis each week. Homework for other subjects can be given once or twice a week.

### Timing per day

The time per day spend on homework is going to vary depending on the assignments of each subject and the time management, organization and pace of each student. Teachers work in collaboration to be mindful of the frequency and amount of homework assigned during the week.

### Structure

Homework is assigned, by individual teachers using Google classroom. Each student, has their own device to check homework daily. Technological tools and resources will be used as part of the homework.

### Role of the student

- Understand the homework assignment before leaving school
- Take home necessary materials to complete assignment
- Seek teacher assistance with assignments when necessary
- Schedule time for homework that is compatible with family or after school activities
- Do homework independently and conscientiously with minimal parental help
- Complete homework as assigned and turn it in on time

#### Role of the teacher

- Communicate homework expectations to students and parents through Google classroom
- Assign, monitor, correct, acknowledge and return student homework in a timely manner
- Confer with parents regarding homework concerns
- Differentiate homework assignments as needed
- Work collaboratively with other teachers to avoid student overload
- Ensure student understanding of homework assignments by dedicating time during the lesson to initiate the assignment in order to provide any needed clarification.

#### Role of the parent

- Provide encouragement and support showing interest in your child's work
- Provide a comfortable, well lit study area away from distractions
- Evaluate out of school activities to make sure your child has enough time to complete homework
- If there are any concerns about homework assigned, parent should speak with the appropriate subject teacher