

Sample Homework Policy Packet

Homework Policy for Mrs. Stevens' Third Grade Class—Part One

Dear Parents,

Welcome to the start of a brand new, exciting year. Homework will play an important part in teaching students about responsibility this year, and I will be assigning homework on a regular basis. As I won't be assigning any work that we've not covered in class, I expect students to do their own work and to ask for guidance only after they have given their best effort. There may be times I send work home that is challenging, but I will indicate this on the assignment paper. Please guide you children only when they need it, and do not do the homework assignments with or for your child.

Here are some tips to help homework run more smoothly at your home.

- Make homework a priority at home.
- Find a quiet place to have your child complete homework, away from TV, radios, or other interruptions. Completing homework in the car on the way to softball practice is not the best habit.
- Help your child decide on the best time of day to do homework: right after school, before dinner after they've had some playtime, or immediately following dinner. If possible, include your child in this decision so he or she has input in the homework issue.
- Keep supplies close at hand. Please see the attached suggested supply list. Having supplies ready will help eliminate procrastination.
- Make sure your child has the phone number of several other children in the classroom. If he needs clarification on an assignment, he can call a friend.

I'll go over the homework directions in school at the end of each day, encouraging children to ask any questions that they might have. When children need help at home, it's often because they've misunderstood the directions. Ask them to explain the directions to you and you can then read the assignment to see if they are on the right track. If they know what they need to do but still have questions, try guiding them through a problem only after they've attempted it on their own first. If your child is still confused, have him or her phone a friend for clarification. If you do feel it's necessary to assist your child, please drop me a note, email, or call me the following day and let me know that help was provided. This way I can be sure to review the assignment with your child to see where the confusion was.

Completing homework neatly, completely, and handing it in on time are all part of a student's responsibility. Because I know that we all forget things from time to time, students will be given three chances before a detention is given. If this happens, I will contact you and let you know. If, due to unforeseen circumstances, your child is unable to complete the assignment, please send in a note letting me know why the homework is incomplete.

Also, it is my policy that students will not be allowed back into the classroom after school hours, and faxed or photo-copied homework will not be accepted. Students are given ample time to pack up at the end of the day. Having to face the consequence of not remembering a book or an assignment will help students to become better organized in the long run.

Thanks for taking the time to read this, and feel free to call me if you have any questions.

Sincerely,

Mrs. Stevens

For your child's study area at home, he or she will need a small tub, container or some sort of method for storing the following:

Writing Supplies	Paper	Books	Other
pencils, sharpener	loose leaf paper (lined)	dictionary	hole punch, scissors
erasers, rulers	unlined paper	thesaurus	glue, tape
	graph paper		coloring supplies
	scrap paper		

Please detach and return to school

I have read the above memo _____ (Parent signature) _____ (Date)

TIPS, Inc.

