

Middle School Home Learning Policy



**The Arab Evangelical Episcopal Church Council
(Ahliyyah & Mutran)**



MYP Home Learning Policy

Homework consists of tasks assigned to students by their teachers to be completed outside the classroom. Common homework assignments may include reading, writing, problem solving, building projects or other skills to be practiced which run parallel to the daily studying expected from students.

• Policy Objectives:

- To assist students in managing their time and encourage them to study on daily basis.
- To better distribute homework assignments throughout the week.
- To help students achieve maximum benefit from the material they are studying during class through quality homework that reinforces major concepts.
- To prepare students for the next lesson or to offer students the opportunity to practice newly acquired skills.
- To encourage students to take greater responsibility for their learning.
- To involve parents in the learning program of their child.

• General guidelines:

- Feedback on students' homework plays a main role in achieving the objectives behind giving homework in the first place.
- Teachers have the right to assign homework on a specific day in accordance with the objectives and procedures of this policy.
- A day (or more) in the week is allocated for each subject, for homework submission (except for Math and reading, which can be daily).
- A weekly schedule for homework and assessment is set by the year coordinators for each section.
- Homework schedule is announced to students and parents after agreeing upon them internally.
- Teachers are responsible to announce homework and assessments on Education no later than Thursday for the following week (Monday-Saturday).
- Students are responsible for the homework announced on Education.
- Quality and quantity are taken into consideration when assigning homework, bearing in mind that quality supersedes quantity.
- The number of homework assignments given will vary according to grade level and should be age appropriate as shown in the following table. Year Coordinators are expected to monitor the regularity and number of homework assignments set by teachers.



HOMework TIMETABLE

Grades	Max. time per subject (Approximate)	Max. time per night (Approximate Total)
Grade 6	15-20 minutes	1 hour 30 minutes
Grade 7	20-25 minutes	1 hour 45 minutes
Grade 8	25- 30 minutes	2 hours
Grade 9	30-35 minutes	2 hours 15 minutes
Grade 10	35-40 minutes	2 hours 30 minutes

* Additional time is required to complete reports and projects.

- It can be assumed that students will always be required to be reading set texts, stories, novels, etc. in preparation for lessons. Teachers are expected to assign the pages to be read per week and preferably the required time for reading should not exceed 2 hours per week for Arabic and 2 hours per week for English. Other language teachers, such as French and German, can assign reading homework as well.
- In all the years of the program, students should be encouraged to revise material covered in class, to research or read about a certain topic of interest or complete an assignment etc. when possible.
- MYP assignments such as reports, and projects take many weeks of careful planning and good organization on the student's part. Teachers will help students set their own deadlines ahead of the submission date to teach them time management which is integral to daily and long-term projects.
- Teachers clearly communicate to students the guidelines, expectations, and use of criteria for homework or coursework.
- Students are responsible for covering any material or assignments missed. Assignments due during an absence should be submitted during the first lesson upon the student's return to school. Any work assigned during a student's excused absence is due on the regular due date unless prior arrangements have been made with the teacher.
- If a student is present in class when a test or quiz is announced, the student is expected to take the test or quiz on the day of his or her return to school. Special arrangements for exams will only occur due to sickness (accompanied with a doctor's sick report).
- Deadlines:
 - Firm deadlines will be set for assignments/projects/essays.
 - Teachers are responsible to set assignment due dates on Edunation.
 - Students are expected to complete and submit their assignments on time.
 - Deadlines will be synchronized across subjects and other assignments.



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- The turning in of assignments past their due date is strongly discouraged.
- In cases of illness, family situation or long-term absence due to excusable reasons (notes or reports must be provided by the parents to the satisfaction of the school) students are permitted to ask for an extension of a deadline.

- All staff is therefore expected to:
 - Be realistic but firm about set deadlines.
 - Be fair in cases of genuine hardship but firm when negligence is obvious.
 - Adhere to the above policy so that students learn to be punctual and consistent in their study habits.

• **Role of Parents:**

Parents can assist in monitoring students' progress and encourage their children when working on and completing their assignments, but they should not do the work for them. Parents can be most helpful to their children by helping them with their time management (for example 5:00 pm – 7:00 pm or 6:00 pm – 8:00 pm) and by providing a place and an environment that is conducive to undisturbed studying. Students can seek help in developing more effective study skills from their teachers, counselors, and parents.