

SECONDARY SCHOOL **HOMEWORK POLICY**

The mission of The Codrington School is to empower all children and adults within the community to become internationally-minded learners who embrace and respect academic excellence and a love of life-long learning, and who exemplify the traits of the IB learner profile. The Secondary School homework policy supports this mission, particularly focusing on academic excellence, a love of independent and life-long learning, and the development of certain IB learner profile mainstays such as inquiry, balance, knowledge, reflection and thought. Homework has an educational imperative within the Secondary School, as we help to prepare students for the world of work and for their further education.

Subject teachers set homework regularly throughout the week. Some homework has an imminent deadline, while some homework may be of an extended project nature. We do not generally have a set homework timetable, as this allows us to be responsive to, and flexible in, meeting student needs in specific lessons. The nature of our homework tasks reflect our classroom pedagogy as it pertains to differentiation based on student needs. All students should expect to have to do some homework each evening. It is not possible to stipulate an exact number of hours that an individual student will have to dedicate to homework; the amount of time will vary from student to student, and is dependent on both the grade level of the student and his/her needs. Subject teachers will not set 'hefty' homework tasks that have a 'next day' submission deadline. As a student advances through the school, he/she should expect to meet increasing homework demands. If a parent/guardian believes that the amount of homework is too onerous, or not demanding enough, then we encourage a dialogue with the school so that we are able to work together.

We advocate a healthy work/life balance; therefore, during holiday periods, students should rest to some extent. The demands of students in the Middle Years Programme (MYP) are different, thus MYP students should expect optional homework activities/projects, mandatory reading and review tasks, targeted revision (if deemed necessary), and to keep an art journal (to maximize the creativity afforded by being in different places and at times of relaxation), as well as Design portfolio updates. It is important to note that the Diploma Programme (DP) is a rigorous, pre-university course with examinations and internal assessments; as such, DP students (including those joining from MYP 5/equivalent grades) should expect homework from their subject teachers during the holiday periods.

All homework tasks are communicated to students (by teachers) verbally and in writing, the written details will come via our digital learning platform (ManageBac); students have access to ManageBac, as will parents for homework information purposes. Students are encouraged to ensure that they understand homework tasks prior to the submission deadlines; if a parent/guardian feels that this is not happening on a regular basis, they should communicate these difficulties to the form tutor. Form tutors regularly check in with their tutees to ensure that their tutees are keeping abreast of homework tasks appropriately. If an individual student is not keeping organised, and it becomes apparent that he/she is not completing homework satisfactorily, a form tutor may ask a parent/guardian to help the students change the way that they are attempting to keep organized.

If there are any problems regarding homework or its demands, parents/guardians are encouraged to contact the relevant subject teacher/form tutor in the first instance.

Homework Policy/Late Work Policy

No Extensions

A deadline is a deadline.

- This applies for IAs and Assessments.
- If a student has not turned in work, they have less than 48 hours to make up the work.
- Extensions, even those given by teachers, are not encouraged.

****Exceptional circumstances may be made by students for acceptance by teachers in DP1 and DP2; by parents for MYP 1 - 5.****

MYP and DP: If a student should turn something in late:

- **Step 1:** The teacher must meet with the student during Break, Lunch or After School and supervise the student completing the outstanding work. This needs to be done within 48 hours. It is the responsibility of the student to show up.
- **Step 2:** If the student fails to meet with the teacher this then becomes a disciplinary issue. The teacher will write to the student, copying the parents. The student will meet with Ms. Mila to do the assessment. A penalty for the assignment/late work will be decided upon by the teacher; however, there will be a penalty.

****If a student has an emergency or is sick, the teacher will work with the student to designate when, within 48 hours (unless emergency or illness is prolonged) the work should be done.****

MYP Assessments:

Summative Assessments:

- Most summative assessments are to be done in the classroom during school time. This helps avoid forms of plagiarism and collusion from happening.
- MYP Assessments are determined by the criterion used for that subject.
- All aspects of late work apply as suggested above.
- If late, teachers should use the Behavior Tab on ManageBac that alerts families that the work has not been completed. Students then have 48 hours to complete the work without a grade.
- Feedback must be given, and students can be told what grade they would have had if they had turned the work in on time.

DP Assessments:

DP Assessments not turned in will result in the teacher emailing to alert families via ManageBac within 24 hours.

DP students will have a ZERO in the gradebook if they do not turn in an assignment/assessment. Students then have 48 hours to turn in the work.