

# **Veterans Park Elementary School HOMEWORK, LATE WORK, AND MAKE-UP WORK POLICY**

## **I. HOMEWORK**

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- A. At Veterans Park Elementary, we believe in the value of a balance of extracurricular activities, family time, and homework. Teachers will work to provide homework that is based on individual needs and provides our students with independent practice of previously taught skills. Homework is also an important tool for keeping parents informed about areas of study as well as independent student work habits and achievement levels. It should also support the development of effective study habits and life skills. Realizing that some children work faster than others, homework assigned should not be excessive. Teachers are always available to discuss homework modifications with parents.
- B. At Veterans Park Elementary, we view homework as an extension of class work related to our state standards. Regular homework will be assigned Monday through Thursday as a part of the course of study. Homework may include, but is not limited to:
- Development of reading fluency and comprehension
  - Practice of math computation skills
  - Studying for upcoming quizzes, tests, and/or exams
  - Projects including science and history fair, literature circles, book report, etc...
  - Completion of daily classroom assignments
  - Completion of all work following an absence
  - Enrichment or reinforcement for concepts being taught
- C. We believe that reading is vital to the development of strong students at all grade levels. All students will have a reading assignment of at least 20 minutes per night.
- D. The memorization of math facts is also essential in the development of strong students. We expect that students consistently practice their math facts (addition, subtraction, and multiplication) at home to strive for mastery by the end of third grade.
- E. Homework will not be the sole factor in determining academic grades and will be used to provide ample practice and feedback for teachers regarding the mastery of state standards. Homework completion may be used to track both study habits (citizenship) and independent mastery of skills.
- F. Students electing to take band and/or orchestra which are co-curricular activities may have homework above and beyond the regular classroom.

### **Homework, Late Work, and Make-Up Work Policy**

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**Adopted: 3-3-98**

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**Revised: 6-1-10**

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## II. LATE WORK

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- A. The Veterans Park Elementary staff is committed to helping all children succeed in the intermediate grades. Late and/or incomplete work adversely affects the success of the student academically as well as socially. Working as a team, we want to ensure the success of each child by enabling him or her to complete the required curriculum with satisfactory grades.
- B. Any homework or classwork that is not completed or turned in at the time specified by the teacher is considered late. Students who have a late assignment will pull a ticket. Students will only pull one ticket per day for missing assignments.
- C. All students with fewer than six late/missing assignments\* during the nine-week grading period will remain eligible for the Patriot Club or A- Team.
- D. Twice each nine weeks, a week before midterm and a week before the end of the nine week grading period, any student with missing work will be required to stay after school in the ZAP (Zeros Are Prohibited) program with the principal/PSA to complete the missing assignments.

***Assignments for the first half of the grading period must be turned in before mid-term. Assignments from the second half of the grading period must be turned in before the end of the nine weeks.***

1. The ZAP program provides an opportunity for intermediate students to complete any unsatisfactory or missing assignments. Failure to participate may result in unsatisfactory grades. Students who fail any core content area may not promote to the next grade level.
2. Students meeting the following criteria will be expected to attend the ZAP Program:
  - Any student having a grade point average below a "D" in any core content area including mathematics, reading, spelling, language, social studies, or science.
  - Any student due to academic difficulty that the teacher recommends for additional instruction.
  - Any student with missing or incomplete assignments that are adversely affecting the student's performance. This includes both short and long-term assignments and projects.

Parents will be notified, in writing, if their child is required to attend.

Extenuating circumstances will be decided on a case-by-case basis by the teacher and/or principal.

### **Homework, Late Work, and Make-Up Work Policy**

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\*If students are missing more than one assignment on the same day it will only count as one offense.

### **III. MAKE-UP WORK**

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- A. Absence due to illness: **Fayette County Board policy reads that a student has the number of days absent plus one day to turn in missed work due to illness or any other excused absence.**
- a. **Requests for missed work due to illness:** Parents must call the school office before 8:00 a.m. in order for work to be prepared by the teacher on the day of the absence. The teacher will, when requested, deliver the work to a sibling or neighbor; otherwise it will be placed in the homework tub outside the office. Homework pick-up is available each day until 6:00 p.m. outside the office.
  - b. **Make-up work from absences other than excused absences:** Teachers are not required to prepare work before a known absence such as a family vacation or sports competition. Teachers may choose to send work only if convenient. Any work that is given in advance to the student **must** be turned in the day the student returns to school in order to receive credit. A student will receive make-up work when he/she returns to school. The student will have the number of days absent plus one day to turn in missed assignments.

Extenuating circumstances will be decided on a case-by-case basis by the teacher and/or principal.