



## **DOWEN COLLEGE LAGOS**

### **Our Homework Policy**

1. Our Homework Policy applies to all students, teachers, and parents/guardians of Dowen College Lagos. Homework provides additional learning experiences for learners. These experiences can have positive effects on achievement and character development and can serve as a vital link between school and home. Homework should focus on:

- a. Practice of skills introduced in class.
- b. Pre-reading of new material to be introduced in class.
- c. Integration of skills that are applied to projects.

### **2. Purpose**

Homework is regarded as any work or activities that learners are asked to do outside of lesson time without the guidance of teachers. It is usually done with the support of parents/guardians and is an opportunity for adults, other than teachers, to become active partners in supporting learning. Homework should be an important tool in developing independent thought, self-direction, and self-discipline. It can assist the student in developing good work habits and making wise use of time. It could incorporate the practice of skills introduced in class, pre-reading of new material to be introduced in class, and integration of skills which are applied to projects. Students should be given homework to:

- a. Improve achievement.
- b. Extend the time available for both practice and investigative learning.
- c. Help them take charge of their own learning opportunities.

### **3. Guiding Principles**

- a. Homework should be assigned in such a manner that it will be clearly understood by all learners.
- b. It is more beneficial for learning to distribute material across several smaller assignments than to concentrate on larger units of material over a short time.
- c. Homework should be assigned after an introduction and a thorough explanation of the skills necessary to successfully complete the assignment.
- d. Homework should stimulate students' learning and foster different study skills.
- e. Excessive homework and the absence of homework should be avoided.
- f. Homework assignments for learners with identified learning disabilities should be differentiated and focused on reinforcement of skills and class lessons.

- g. Homework should involve parents' encouragement, oversight, and monitoring of study habits by their children.
- h. Homework assignments should keep required parental involvement in the academic content to a minimum.
- i. Homework should be evaluated soon after completion, and this contributes to continuous assessment.
- j. Homework diary is used to record homework given, particularly in the junior classes.

#### **4. Suggested Time**

Students receive a homework timetable and a diary to help in planning their work.

- a. Students in the junior secondary classes have approximately an hour and 30 mins of homework a day plus 2-3 hrs at the weekend. They are required to do a minimum of 3 subjects during the weekdays.
- b. Senior students should have at least two hours or two hours and 30 minutes of study time per day, plus three to four hours on weekends, and should take three to four subjects during the week.

#### **5. The How to Issue and Record the Homework**

- a. All homework is to be recorded in the homework diary under the supervision of the subject teacher.
- b. Details of the homework should be written on the board well before the end of the lesson to allow every student in the class time to write the details down.
- c. Subject teachers will check and sign homework diaries.
- d. Class teachers and subject teachers will respond to any communication by parents.
- e. Students are required to have their homework diaries with them at all times.

#### **5. Students' Responsibilities**

All students are expected to:

- a. Use their homework diary. Record assignments for each class every day, get the diary signed by each teacher who assigns the homework, and get the diary signed by parents/guardians each day, particularly in the junior classes.
- b. Spend a concentrated amount of time on homework each afternoon/evening. Time spent finding pencils, getting organised, chatting on the Internet, etc. is not to be counted.
- c. Be *accomplished* by doing their best on assignments. Work is expected to be completed to a high standard of presentation that is legible: students will be asked to complete work again that is not up to standard, either at another time or possibly during detentions.
- d. Keep *balance*. If students have honestly spent (productively!) the time allotted for homework, but have not finished, they may stop and tell the teacher that it took them too long (parents to sign the homework diary).

- e. Plan how to avoid difficulties. Flimsy excuses such as forgetting and technical difficulties such as power outages will not be accepted. If students need to print, they should do that before class, students must figure out how to solve problems; backup copies of work should be kept on different computers, etc.
- f. Students should be *committed* to completing and turning in assignments on time. This helps with their organisation, mental well-being, and learning. Repeatedly late or missing assignments indicates that effective learning is not happening, and so we may try to help through teacher/student/parent conferences and/or other strategies.
- g. Students are expected, wherever possible, to complete homework tasks set in their absence. On returning to school, the student and the parent should find out what tasks need to be completed and the due date for submission. If necessary the student and the parent should discuss with their teacher a later date for the work to be completed.

## **7. Teachers' Responsibilities**

Teachers are responsible for:

- a. Clearly indicate to students how the assignment is related to the topic under study.
- b. Indicate the purpose of the assignment.
- c. Define how the assignment might be best carried out.
- d. Stipulate what the student needs to do to demonstrate successful completion of the assignment; this involves communicating carefully at the beginning of the assignment the criteria that clarify the teacher's expectations.
- e. Evaluate and give prompt feedback. Praise and positive rewards are to be used to encourage regular and successful commitment to homework.

## **8. Parents' Responsibilities:**

- a. Should rarely be asked by the teacher to play a formal teaching role in homework.
- b. Should create a home environment that facilitates student self-study

## **9. Management's Responsibilities**

- a. The homework policy will be communicated by the Principal.
- b. Subject Teachers/Home Room Tutors/Year Tutors and the Vice Principal are to supervise and monitor the implementation of the policy.

## **10. Monitoring**

The policy will be reviewed a year after development and then every three years, or in the following circumstances as approved by the Board of Governors:

- a. Changes in legislation and/or government guidance
- b. As a result of any other significant change or event.

**Signed: Principal / Head of School: Mrs. Adebisi Layiwola**      **Date: 30<sup>th</sup> Aug., 2021**

