

### **HOMEWORK / MAKE-UP WORK**

The Old Tappan Board of Education believes that one of the most important purposes of schooling is to develop each person into an independent learner capable of applying the skills, attitudes and habits of an education acquired over a lifetime. Cognizant of this goal and aware of the fact that learning may take place in many different settings and with a wide variety of resources, the Board directs that homework be an integral part of the educational process and that it address one or more of the following objectives:

- A. To enrich and extend the school experience;
- B. To direct students toward good work habits;
- C. To bring students into contact with out-of-school learning resources;
- D. To help children learn time management;
- E. To provide essential practice in developing skills;
- F. To permit growth in self-responsibility, self-direction and learning;
- G. To increase the students' sense of self-worth and self-efficiency;
- H. To involve the family in a shared learning experience.

Homework is to have specific objectives. It should be planned, assigned carefully and followed up by members of the teaching staff. Homework may consist of either "study time" and/or "tasks assigned." "Study time" is defined as the review of notes, textbooks and other materials for reinforcement, required reading or test preparation. "Tasks assigned" necessitates the preparation of a specific product. Students of all ability levels will be assigned homework on a regular basis. As appropriate, assignments in a content area will reflect the range of student abilities.

Homework is to be done primarily by the student, although parents/guardians may assist the student. Parental support of homework assignments is encouraged as a form of feedback to the students. Homework assignments may be designed to involve parents in the learning experience and promote a link between home and school.

#### **Homework shall not be used for punitive reasons.**

Students absent for any reason must make up assignments, class work, and tests within a reasonable length of time. In most cases, a reasonable length of time shall be the same number of school days as the days missed.

The Board discourages the practice of having children taken out of school for "family vacations" during the school year. Absences from school because of "vacation" are not a legally-excused ones and do not oblige the school to give makeup time to students absent for that reason. For

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such absences, it becomes the responsibility of the parent and child for any work missed during that time to be taken care of upon the child's return to school.

Special consideration may be given by the Building Principal to situations of prescheduled student absence(s) (other than family vacations). Upon the Principal's approval, work will be assigned for completion by the student during such absence.

The Board of Education recognizes that homework, as an effective tool for instruction, relies on the cooperation of these separate yet interdependent groups:

- A. **Teachers** provide the assignments and follow-up activities which are an integral part of the District curriculum;
- B. **Parents** provide the guidance, support and environment to assist students in the completion of homework assignments; and
- C. **Students** provide the dedication, motivation and organization to understand, complete, submit, and follow-up their assignments as required.

The Board directs the Superintendent to develop procedures which implement this policy and which offer training and assistance to each of these three groups toward making them more aware of their important roles in this effort and more proficient at implementing their unique responsibilities. Further, the Board directs the Superintendent to develop administrative procedures to ensure, the consistent implementation of homework as outlined in this policy and regulations.

**Legal References:** N.J.S.A. 18A:11-1                      General mandatory powers and duties  
 N.J.S.A. 18A:36-14                      Religious holidays; absence of students on; effect  
 N.J.S.A. 18A:54-20                      Powers of Board (county vocational schools)  
 N.J.A.C. 6A:32-10.1 *et seq.*      Summer School Sessions

**Cross References:** 1320      Participation in out of school community activities  
 \*1322      Contests for students  
 \*5020      Role of parents/guardians  
 \*5113      Absences and excuses  
 \*5124      Reporting to parents/guardians  
 \*6145      Extracurricular activities  
 \*6153      Field trips  
 6174      Summer school

\*Indicates policy is included in the Critical Policy Reference Manual.

**Key Words**

Homework, Make-up Work

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