

HIGH SCHOOL HOMEWORK PROCEDURES

The **Multinational School - Riyadh** is committed to providing quality educational opportunities for students to reach higher achievement levels. To help achieve this aim homework is often set for all students. However we do not believe in giving homework out for homework's sake.

General

1. Homework will often be set for all classes, but not every lesson.
2. Care will be taken to monitor the amount of homework given so that students are not overburdened. This will be monitored by

Homework diaries with a term and year planner.

- a. Homeroom teachers
 - b. Coordinators
 - c. Regular contact with students and parents
3. Homework will relate to current class work; be specific and within each student's capabilities. In other words **differentiate!** Students will be expected to review classwork and prepare for the next day's lessons after each school day. Homework must be well planned, scaffolded and differentiated (when needed). It should deepen a student's understanding, reinforce a newly acquired skill and showcase their progression.
 4. Students will be asked to record their homework in their diaries.
 5. When possible, all homework will be given at the beginning or the middle of a lesson.
 6. The homework task will be reiterated on Google Classroom.
 7. It is at the teachers discretion as to how homework will be submitted; digitally (email, shared word document, Google classroom) or as a hard copy.
 8. Students completing projects and long essays should be given two weeks to complete it.
 9. Parents / Caregivers are encouraged to make regular checks and sign off completion.
 10. Homework will be checked by staff.
 11. A homework timetable will be issued to each student to assist in the time-management of homework and to provide guidelines recommending maximum time limits for each year level. The recommended maximum time limits are:

- a. Years 6,7&8 - One Hour per Subject per Week
- b. Years 9&10 - One and a Half Hours per Subject per Week
- c. Years 11&12 - Two Hours per Subject per Week

12. Staff will use a range of appropriate strategies to ensure that homework is completed. These may include

- a. Commendation System
- b. Supervised use of Students
- c. Contact with Parents

13. Students will be expected to increase their homework time when they have upcoming assessment events. The school calendar will show due dates for scheduled assessments including assignments, tests and exams

14. Staff will be flexible with due dates for students involved in school sporting and cultural events or who have been affected by other genuine disruptions which impact on their ability to complete homework. Students with valid excuses may be given extensions at the teacher's discretion. However if there is no justified reason:

- i. ·A day late – 5%
- ii. ·2 days late – 10%
- iii. ·Any later – 0%

15. The High School has a **no tolerance policy** for Plagiarism.

·If a teacher suspects a student has plagiarised, the work will be checked via a plagiarism checker.

·A student who is found to have plagiarised will get an immediate zero grade and his/her parents will be informed, it is important to bcc the Deputy Principal and the HOD in this case.



PETER HERON
HIGH SCHOOL PRINCIPAL