### Responsibilities for Daily Homework Assignments – Grades 3-5

**The Teacher will:**
- Ensure that homework is appropriate with consideration to student skills within the class
- Explain assignments thoroughly
- Communicate to students and parents how the homework will be evaluated
- Post assignments in the classroom for students to put in assignment notebooks
- Assure that homework will not be assigned on religious holidays and PTA family nights
- Send a daily homework email to parents

**The Student will:**
- Obtain assignments daily and maintain a daily assignment notebook
- Be responsible for bringing home all needed materials
- Set aside time after school each day (Monday-Thursday) to work on homework assignments
- Put full effort into homework assignments
- Ask questions to ensure understanding of the assignments
- Be responsible for bringing all homework back to school on time
- Do assignments at home as independently as possible.

**The Parent will:**
- Set aside consistent time and place after school each day (Monday-Thursday) for the child to work on homework assignments
- Check assignment notebooks and email each night
- Encourage rather than do
- Ensure that homework is completed each night, allowing your child to work as independently as possible. However, stop your child from completing an assignment and contact the teacher if your child is spending excessive time on homework or is genuinely frustrated.

### Responsibilities for Long-Term Assignments

**The Teacher will:**
- Provide assignment guidelines in written form
- Include appropriate timelines for checkpoints and completion
- Provide students with opportunities to share their products
- Include an evaluation rubric

**The Student will:**
- Read and understand assignment guidelines
- Follow teacher's checkpoints and timelines
- Seek advice/help well in advance of due date
- Turn assignments in on time
- Work as independently as possible
- Use parents as helpers and encouragers
- Prepare for the presentation

**The Parent will:**
- Help generate ideas
- Encourage your child to meet deadlines
- Support, encourage and assist where needed, but avoid over involvement
- Ask leading questions rather than supply answers

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Carderock Springs Elementary School

Homework Policy

Grade 3, 4, 5

Teachers, Students and Parents Working Together

Carderock Springs ES © Radnor
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Bethesda, Maryland 20817
Tel (301) 469-1034
In addition to regularly assigned tasks, every child should do some reading outside of school every day either in preparation for book reports, for research study, or simply for enjoyment.

Daily (Monday through Thursday) and long-term assignments will be written in student assignment notebooks.

**Timeframes**
Grade 3  40 minutes each night.
Grade 4  50 minutes each night
Grade 5  60 minutes each night

*Timelines given are guidelines and should not be viewed as rigid limits.*

In case of an excused absence...
Assignments will be sent home if arrangements are made with the teacher.

In addition, the student is responsible for talking to the teacher about what s/he missed.

The teacher will provide any needed assistance and the student will be given ample time to make up the work. The student may also contact a classmate for assignments if s/he wishes.

Parents should contact the teacher if a student will be absent from school for a period of three or more days. Assignments to be completed will be discussed between parent and teacher.

**In case of an unexcused absence…**
Specific assignments will not be given in advance. Teachers may opt to give students general assignments if a student will be absent for an extended period. Making up assignments is at the discretion of the teacher based on the possible effect on the student’s academic progress. The student is expected to talk with the teacher about what they missed.