

HOMEWORK POLICY

Date approved:	January 2013	Date Policy Updated	08/08/2024	Date of next review:	2027
Developed by:	Policy Development and Review Committee (PDRC) of the School Governing Body (SGB)				
Approved by:	School Governing Body				
Responsible body:	School Governing Body				
Supporting documents, procedures and forms for this policy:	Legislation (see below)				
References and legislation:	The South African Schools Act (1996) as amended The Constitution of the Republic of South Africa (1996) National Education Policy Act (Act 27 of 1996) Language in Education Policy in terms of Section 3(4)(m) of the National Education Policy Act (Act 27 of 1996) Language Policy for Public Schools – Government Notice 1701 in Government Gazette No. 18546 on 19 December 1997				
Scope:	SGB, School Management Team (SMT), Educator Staff, Learners				
Expiry date of the policy:	2027, provided there are no updates or changes				
Objectives of policy:	To provide guidelines to staff and parents on homework procedures				

HOMEWORK POLICY

GRADE 1 – 7

“Homework is an extension of, and a supplement to class work which has to be completed and / or learnt by the learner himself / herself, outside the classroom”.

1. DEFINITIONS OF TERMS:

Learners – all children enrolled as learners (students) at the school.

Educators – persons employed at a school to teach / educate the learners.

Parent / Guardian – a) the parent or guardian of the learner; b) the person legally entitled to custody of a learner.

School Governing Body (SGB) – means a Governing Body contemplated in Section 16(i); (ii) S.A.S.A. Act 84/1996

SASA – South African Schools Act 84 of 1996.

DH – Head of Department (previously HOD)

2. HOMEWORK CONSISTS OF:

2.1. Grade 1:

- 2.1.1. Reading (English)
- 2.1.2. Phonics – Term 1 & 2
- 2.1.3. Spelling – Term 3 & 4
- 2.1.4. Maths – bonds book in Term 3 & 4

2.2. Grade 2:

- 2.2.1. English and Afrikaans reading
- 2.2.2. Spelling (15 minutes)
- 2.2.3. Mental Maths (15 minutes)
- 2.2.4. Mathematics – 1 page per week

2.3. Grade 3:

- 2.3.1. English Spelling – written (5 words per day, 20 per week)
- 2.3.2. English Sight words – verbal (15 per week. Parent’s choice on how many each day)

- 2.3.3. English Reading daily (no set number of pages per day / week. Parents decide according to child's ability)
- 2.3.4. Afrikaans Spelling – written (5 words per day, 20 per week)
- 2.3.5. Afrikaans reading (no set number of pages per day / week. Parents decide according to child's ability)
- 2.3.6. Afrikaans sight words and sentences (10 words per week and 4 sentences per week. Parent's choice on how many to do each day)
- 2.3.7. Mathematics (6 – 8 short sums per day, maximum 32 sums per week)
- 2.4. Grade 4 and 5:
 - 2.4.1. English and Afrikaans reading, spelling
 - 2.4.2. Speech or prescribed assessment
 - 2.4.3. Study for tests / exams
 - 2.4.4. Mental Maths
- 2.5. Grade 6:
 - 2.5.1. English and Afrikaans reading, spelling
 - 2.5.2. Speech or prescribed assessment
 - 2.5.3. Study for tests / exams
 - 2.5.4. Mathematics – tables, learner support and weekly mental every week.
- 2.6. Grade 7:
 - 2.6.1. English and Afrikaans reading, spelling
 - 2.6.2. English homework – language and literature tasks will be given as part of homework
 - 2.6.3. Speech or prescribed assessment
 - 2.6.4. Study for tests / exams
 - 2.6.5. Mathematics – weekly learner support, revision of work done in class, complete any incomplete work. Work will be given over weekends due to high volume of work in grade 7
- 2.7. Educator must provide research material. Learners may bring materials but are not disadvantaged if not. Learners are encouraged to bring recyclable materials but are not compelled to.
- 2.8. Signing of assessments and letters.
- 2.9. Revision can be issued to aid in study, however it is not compulsory to complete.
- 2.10. Completion of work is not homework unless it is due to lack of work within the class, not because of ability.

NO PROJECTS OR ASSIGNMENTS ARE TO BE DONE AT HOME

It is the educator's responsibility to supervise and teach the work being done, parents play a supporting role. The educator must give extra help to the learner experiencing problems. Parents may be requested to help, provided the educator has guided them as to how to help the learner. A rubric or memo must give clear guidance as to what criteria is expected.

The following homework is expected daily (Monday – Thursday): Reading, Lees, Spel, Spelling, Weekly Mental and Tables.

3. GENERAL PRINCIPLES

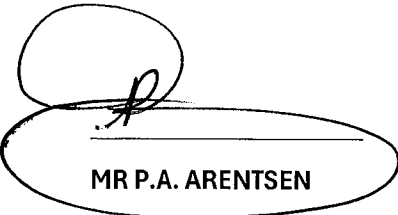
- 3.1. Assignments / assessments must be specified in writing so that there can be no misunderstanding of requirements, including mark allocation or rubrics.
- 3.2. Work should not be beyond the capabilities of the weaker learners nor too easy for the intelligent learners – differentiate to allow for divergent capabilities and circumstances.
- 3.3. Careful consideration or provision should be made to ensure that books and materials that the learners will require are available. Integrate with the Media Centre. Learners may not be prejudiced due to an inability to provide materials, access the internet or access materials for research.
- 3.4. Homework SHOULD NOT be used as a disciplinary measure.

4. TIME ALLOCATION

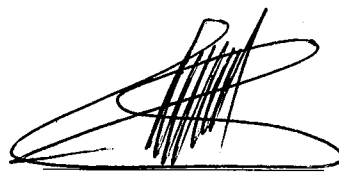
- Grade 1, 2 & 3 – Not more than 30 minutes per day.
- Grade 4 – Not more than three quarters of an hour per day.
- Grade 5 & 6 – Not more than an hour per day.
- Grade 7 – Not more than one and a half hours per day.
- Some days may be longer due to schedule of tests, etc.

It has been our policy not to compile a rigid homework timetable. Educators are required to use their discretion in setting homework. Time to study for exams and tests must be taken into consideration.

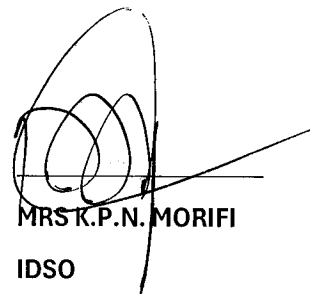
Control educators must discuss with the Head of Department when too much work is prescribed for one week or one day. Subject educators should not give homework verbally or in a hurried manner at the end of a lesson. Homework should be written on the board for the learners to transcribe into their homework diaries. Grade 1 learners will receive a printed homework sheet. Where practicable, the homework relevant to the day's lesson should be written up in the morning. Each learner has a homework diary in which to record homework given. The parents should sign this book daily, even when there is no homework. The diary can form a **convenient medium of communication between the parent and the educator.**



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