

The HKCCCU Logos Academy

Homework Policy

Homework is an important component of the learning process. It serves to reinforce and consolidate the work covered in lessons, help teachers acquire a full understanding of the effectiveness of learning and form the basis of direct individualized feedback from teachers to students. Thus, it makes a significant contribution to the enhancement of learning effectiveness. As such, homework assignments including long-term projects become effective formative assessment tools and often contribute towards the continuous marks in many subjects. More importantly, it helps students develop important values such as responsibility and habits of self-learning, self-discipline and self-management. It is an indispensable means of developing students into independent learners who are capable of learning to learn. Toward these ends, students are given appropriate amounts of homework assignments regularly. Students are expected to be responsible for managing their time effectively in order to cope with the daily homework as well as other assignments such as long-term projects. The following is a summary of our homework policy.

A. Objectives

- To make effective use of homework for extending and consolidating students' learning outside the classroom.
- To set an appropriate amount of meaningful homework for cultivating students' responsibility, confidence, learning habits and independent learning capabilities.
- To inform parents of their children's learning progress at school so that the parents can provide timely support if desired, especially for students of Primary Division.

B. Primary Division (FS1 to DS3)

[i] **Proposed Homework Load**

Monday - Thursday

Level	Minutes Assigned on Homework (per day)				
	Chinese	English	Maths	Science, Humanities and other subjects	Total
FS1	15	15	15	15	Not exceed 45
FS2	15	15	20	15	Not exceed 50
DS1	15	15	25	15	Not exceed 65
DS2	20	20	25	15	Not exceed 65
DS3	20	20	35	15	Not exceed 70

(Friday) for homework across weekend

Level	Minutes Assigned on Homework (for weekend)				
	Chinese	English	Maths	Science, Humanities and other subjects	Total
FS1	20	20	15	30	Up to 60
FS2	20	20	20	60	Up to 95
DS1	30	30	30	60	Up to 120
DS2	30	30	30	60	Up to 120
DS3	40	40	40	60	Up to 120

[ii] Operation

1. The above assigned homework load is applicable for regular teaching days and mainly for teachers' internal use only.
2. The time suggested is applicable for students of average ability. It is expected that the length of doing homework will be varied according to students' diversity.
3. Chinese, English and Mathematics teachers may give homework every day.
4. Subject teachers should reserve a few minutes for students to finish the homework log before the lesson ends.
5. Teachers should design meaningful homework for extending and consolidating students' learning after classes.
6. It is recommended that subjects other than Chinese, English and Mathematics should require students to hand in homework on Monday mornings or the next day morning, but not during lessons.
7. Self-study period: students are allowed to do homework during the last period from Monday to Friday from 3:00pm to 3:30pm.

C. Secondary Division (DS4 to MS4)

[i] Proposed Homework Load

DS4 – MS1

Monday – Saturday (6 days of homework per week)

Total Time Recommended for Homework per week (minutes)						Average (per day)
Chinese	English	Maths	Science	Humanities	Other Subjects	
120	120	120	60	60	60	90

MS2-MS4

Monday – Saturday (6 days of homework per week)

Level	Total Time Recommended for Homework per week (minutes)					Average (per day)
	Chinese	English	Maths	CSD	Electives	
MS2	180	120	120	90	90 x 3	120
MS3	Recommendation : 900					150
MS4	Assignments should be given according to teachers' professional judgment, with required tasks from external examination, e.g. SBA, IA, TOK, EE, etc., students' revision time, frequency of tests, etc. taken into consideration.					

[ii] Operation

1. The above assigned homework load is applicable for regular teaching days and mainly for teachers' internal use only.
2. The time suggested is applicable for students of average ability. It is expected that the length of doing homework will be varied according to students' diversity.
3. In case no appropriate written homework can be given, some alternative forms of meaningful homework should be given, such as pre-reading, flipped learning, etc. The homework given should be meaningful and specific.
4. To make good use of limited teaching time, homework should not be done/finished during lesson time. Homework should be done at home.
5. Homework given for long holidays is subject to teachers' professional judgment.
6. Homeroom teachers will build up a good homework collection routine with students.

D. Roles and Responsibilities of Students

- Students are expected to develop increasing independence in managing their time and responsibilities.
- They should record daily assignment deadlines in their Homework Log and dairy.
- They must review class notes for each subject before beginning homework.
- Students are to establish a consistent daily schedule for study and revision.
- They should demonstrate effort and produce high-quality work.
- All assignments must be completed according to instructions and submitted on time.
- Students are expected to maintain an organized, sequential record of all their coursework and assignments.
- Students are responsible for completing any missed work due to illness or absence once they are fit to do so.

E. Roles and Responsibilities of Parents / Guardians

- Parents/Guardians from FS1-DS3 should read their child's Homework Log daily, check assigned homework, and sign in the "Parents' Signature" grid; parents/guardians from DS4 onwards should communicate directly with their child to understand their learning progress.
- They need to create a favourable environment for their children at home, e.g. setting a regular time for doing homework, providing stationery and resources, and removing distractions such as noise and disturbances.
- They can monitor their child's after-school activities to maintain a healthy balance between study, rest, and recreation.
- They can offer emotional support and patience when their child feels frustrated or discouraged.
- They can communicate with teachers regularly to stay informed about their child's learning progress. As most of the homework will be completed at home, parents play an important role.