



DEPARTMENT OF DEFENSE DEPENDENTS SCHOOLS  
OFFICE OF THE DISTRICT SUPERINTENDENT  
JAPAN  
Unit 5072 APO AP 96328-5072

SOP #9

PACIFIC

July 12, 2005

**MEMORANDUM TO ALL ADMINISTRATORS**

**SUBJECT: Guidance on School Homework Policy**

**REFERENCE: DSAI 2000.9; 7 July 1993**

In the above stated Directive paragraph C defines homework as: "assignments to be done outside the classroom to reinforce classroom instruction, increase understanding and retention, transfer and extend classroom instruction, prepare for class discussions and provide curriculum enrichment opportunities."

The same directive, paragraph F – 2 requires that the District Superintendent will:

- a. Provide technical assistance to school administrators in the preparation of individual homework policies.
- b. Maintain the most current school- level policy for each school in their districts.
- c. Periodically, compile information about outstanding practices which shall be shared with in the district and with other superintendents.

The same directive, paragraph F – 3 requires that the Administrators will:

- a. Implement the provisions of the homework policy as appropriate to the school and ensure that the school's policy is published and distributed to all students and parents.
- b. Support teachers' efforts to ensure the completion of homework
- c. Plan for the periodic evaluation of homework policies with teachers, students, and parents.

Administrators should:

- ❖ Insure that you review your school homework policy, the purpose of said homework, and the benefits of homework with teachers, the School Advisory Committee (SAC), and students (where appropriate).
- ❖ Insure that a copy of the homework policy for SY 05-06 and each year thereafter is printed in the student handbook, the teacher handbook, and posted on the school's website.
- ❖ Insure annually that the community (teachers, parents, and students) is in agreement with the homework policy or your revised homework policy.
  - It is recommended that the 10 minute per grade level per school night is observed.
  - It is recommended that teachers work collaboratively to insure that the 10 minute rule is observed.
  - It is recommended that differentiation of homework is addressed.

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Bruce Derr  
Superintendent, Japan