



HOME WORK POLICY

Home Work policy is designed to ensure that homework is meaningful, age-appropriate, and aligned with the Sunbeam curriculum while supporting students' holistic well-being by allowing time for rest, recreation, and family. **This policy applies to all Students from Kindergarten to Grade 12.**

GENERAL GUIDELINES

1. Homework should reinforce concepts taught in class, provide opportunities for creative expression, and encourage self-learning.
2. Homework should be challenging yet achievable, allowing students to complete it independently. It should encourage research and promote independent learning.
3. Homework should cater to different learning styles and focus on quality rather than quantity.
4. The homework should be well-distributed across subjects and should not cause undue stress or anxiety to the students. Try to collaborate with other subject teachers to balance the homework load where ever possible.
5. Homework should be shared either through the ERP, Google Classroom, or the WhatsApp group, but the entire school will follow only one chosen platform.
6. Apart from sharing homework online, the following methods will be used to assign homework:
 - **Nursery to KG-I:** Teachers will write the homework in the Homework Index.
 - **KG-II to Class II:** Students will write the homework in their Homework Index with the teacher's guidance.
 - **Almanac - Class III and above:** A student in charge will write the homework on the green board, and other students will copy it into their **almanacs**.
7. Make sure that homework is shared in whatsapp / Google classroom by 6 PM at the latest to ensure timely completion.
9. Provide guidelines for using online platforms or devices for homework. Parents should ensure that their children have access to these resources. Tablets, laptops, or desktops are recommended for effective screen time, while mobile phones are discouraged.
- 10. Sample Homework / Classwork Register till class V** to be maintained and updated and parents can note down the missed homework in case the child is absent. A set of good child's note book / LC can be kept as sample.
11. During school events, teachers will adjust homework requirements to prevent overburdening students.

12. No homework should be given one day before the unit test. e.g if UT is on Saturday then no homework to be given on Friday.
13. Math Homework to be given regularly.

SUGGESTIVE - HOMEWORK TIME ALLOTMENT

- **Nursery to class 2:** Daily homework in the foundational years helps reinforce learning, build routines, and develop early study habits. Research by *Harris Cooper (Duke University)* shows that short, consistent practice improves retention, while *John Hattie (University of Melbourne)* emphasizes that engaging, meaningful homework fosters a love for learning.
- On days without book or notebook homework, use the following suggestions for giving homework-
- Reading Time – Ask children to listen to a story or read a book.
- Oral Practice – Rhymes, letter sounds, or simple counting aloud.
- Fine Motor Activities – Tracing in the air, finger painting, or tearing and pasting.
- Observation Tasks – Find a red object at home, count stairs, or spot shapes in their surroundings.
- Play-Based Learning – Sorting household items, simple puzzles, or pretend play. Homework should be short, engaging, and fun, ensuring learning continues in a stress-free way.
- Activities like revision of class work reading, coloring, and fun exercises can be assigned to develop different skills. The duration of Homework per day should be at least -

Nursery - 20 minutes

KG I - 30 minutes

KG II - 40 minutes

Classes I & II - 1 hour

- **Classes 3 to 5:** Emphasis should be placed on reading, creative writing, or project-based activities. Time duration of Homework per day should be at least -

Class III - 1 hour 10 minutes

Classes IV & V - 1 hour 20 minutes

- Classes 6 to 8: Time duration of Homework per day should be at least 1.5 hours per day. Homework should be balanced among subjects and include research, problem-solving, or practical applications.
- Classes 9 to 12: Homework can go up to 2 hours per day (10-12 hours per week). It should focus on research, self-study, problem-solving,, and preparation for board exams.

TYPES OF HOMEWORK – PRECEPT TO BE FOLLOWED

- Reinforcement Homework: Practice exercises for skills taught in class.
- Project-Based Homework: Research-oriented tasks promoting creativity, problem-solving, and critical thinking.
- Flipped Classroom Homework: Pre-class preparation for new topics (e.g., watching educational videos, reading materials).

KEY TIPS FOR HOMEWORK DESIGN

- Balance: Assign tasks that are a mix of academics, creativity, and exploration.
- Flexibility: Allow students to choose some tasks to foster autonomy and interest.
- Integration: Encourage activities that involve family, such as reading together or collaborative projects.
- Skill Building: Focus on reinforcing previous concepts while lightly introducing new ones.
- Asynchronous - links in Google classroom - Videos, Wakelets, Escape room, Pronunciation Lab, Graphic Novel etc.

CLASS-WISE SUGGESTIONS

SUGGESTIVE ACTIVITIES THAT CAN BE DONE WITH THE STUDENTS DURING SUMMER VACATION (NURSERY TO CLASS II) (To be shared with the parents)

Dear Parents,

As we approach the summer break, we encourage you to keep your child engaged in light, daily learning. Research by Harris Cooper (Duke University) shows that children can lose up to two months of learning if they don't study during long breaks. Engaging in reading, problem-solving, and creative tasks strengthens brain pathways, fostering better recall and understanding. John Hattie (University of Melbourne) emphasizes that regular practice strengthens memory and learning retention.

Daily learning doesn't have to be lengthy or tedious. Just 20–30 minutes of fun, interactive activities can keep young minds active and curious. This could be as simple as reading together, playing word games, counting everyday objects, or exploring nature. Such activities not only reinforce learning but also help children develop curiosity, creativity, and critical thinking.

This break is also a wonderful opportunity for parents to connect with their children. Engaging in learning activities together fosters communication and builds stronger bonds. Whether it's reading, storytelling, art and craft, or solving puzzles, these shared experiences create precious memories while nurturing your child's growth.

A short 20–30 minute study routine can:

- Prevent learning loss
- Build strong study habits
- Keep the brain active through reading, problem-solving, and creative tasks

How Can Parents Support Summer Learning?

- Set aside a fixed 20–30 minutes study time to complete fun and engaging homework tasks.
- Along with the Holiday Homework incorporate daily learning activities such as - Kindergarten

Language Skills:

- Read 3–5 books of the child's choice and discuss them.
- Practice writing their name or simple letters / words (2–3 times a week).

Numeracy Skills:

- Count objects around the house or during walks.
- Solve simple puzzles or play board games involving numbers.
- Incorporate learning into real-life activities (e.g., measuring ingredients while cooking, counting money at a shop).

Creative Expression:

- Draw or paint pictures about their summer activities.
- Make a craft project using household items.

Physical Activities:

- Include outdoor play or movement-based tasks like scavenger hunts

Classes 1–2

Language Skills:

- Read 3–5 storybooks and write/draw a favorite part of the story.
- Practice 5–10 sight words or simple sentences weekly.

Numeracy Skills:

- Solve simple addition, subtraction, or skip-counting problems.
- Engage in counting or sorting objects during daily activities.

Creative Activities:

- Draw or craft projects based on themes like "My Family" or "Summer Fun."
- Make a scrapbook of summer memories with pictures or drawings.

Physical and Life Skills:

- Practice tying shoelaces, watering plants, or helping in simple household chores.
- A short, structured study time each day can make a big difference in their academic growth and confidence. Your support in maintaining a daily study habit will help your child transition smoothly into the next academic year.
- Wishing you a joyful and enriching summer!

**CHECK POINTS SUMMER ENJOYMENT SHEET
(HOLIDAY HOME WORK)**

- Students should receive the Holiday Home work by 3rd week of April.
- HHW will be provided in ready to print format from the Head Office, therefore please do not delay in printing the same at your end.
- The students to submit the HHW to their class teachers in July.
- The HHW discussion in each class to be done as per the date mentioned in the monthly planner (school calendar).
- Care should be taken that every child receives the HHW and is collected back from them similarly. Students should not take the same casually therefore inculcate the seriousness for Holiday homework in them in the assembly and in class.
- Positive remarks to be given to all assignment received.
- HHW copy work need also be corrected within a week to submission.
- 2 best assignments to be selected per class and a Certificate of Appreciation to be given in the assembly to the best assignments.
- Few good assignments to be displayed on the soft board of the class.
- The assignments to be returned to the students within a week of submission.
- Sheet will be given (Nursery to Class-X) and explained to the students by the class teacher.
- Solved sheet (for teachers) will also be provided by the Head Office after summer vacation for teacher's reference.

SUGGESTIVE ACTIVITIES THAT CAN BE DONE WITH THE STUDENTS DURING SESSION BREAK (NURSERY TO CLASS II) - To be shared with the parents

Dear Parents,

Session breaks are a time for rest and play, but maintaining a little daily learning helps children stay connected to their routines. Research by Harris Cooper (Duke University) shows that short, engaging activities during breaks prevent learning loss and make the transition back to school easier. Studies also highlight that long gaps like this session break can disrupt regular learning habits, leading to a loss of skills and making it harder for children to adjust when school resumes.

Daily learning doesn't have to be lengthy or tedious. Just 20–30 minutes of fun, interactive activities can keep young minds active and curious. This could be as simple as reading together, playing word games, counting everyday objects, or exploring nature. Such activities not only reinforce learning but also help children develop curiosity, creativity, and critical thinking.

This break is also a wonderful opportunity for parents to connect with their children. Engaging in learning activities together fosters communication and builds stronger bonds. Whether it's storytelling, art and craft, or solving puzzles, these shared experiences create precious memories while nurturing your child's growth.

Here are few suggestive activities that can be done with the child at home during the session break-

1. Language & Literacy

- Storytime Fun – Read aloud and ask, "What happens next?"
- Letter Hunt – Find objects around the house that start with a specific letter.
- Picture Talk – Show a picture and ask, "What do you see? What do you think is happening?"
- Name Tracing – Practice writing their name using crayons, chalk, or even in sand.
- Word Building – Use magnetic letters or bottle caps to form simple words.

2. Math Made Fun

- Count & Sort – Count buttons, spoons, or fruits and sort by color or size.
- Number Walk – Spot numbers on doors, vehicles, and billboards while outside.
- Play with Shapes – Use blocks, paper cutouts, or household items to form shapes.
- Dice Fun – Roll a dice and clap, jump, or stomp that many times.
- Shopkeeper Game – Pretend to buy and sell using real or play money.

3. Fine Motor & Hand Strengthening

- Tearing & Pasting – Make a collage with torn paper.
- Play Dough Play – Roll, pinch, and mold shapes with clay.
- Threading & Beading – String beads, pasta, or buttons to enhance finger control.
- Water Painting – Use a paintbrush and water to "paint" on a wall or pavement.
- Sponge Squeeze – Transfer water using sponges to build hand strength.

4. Creative Thinking & Art

- Leaf Printing – Paint and press dry leaves onto paper for nature art.
- DIY Puppets – Make hand or finger puppets from socks or paper bags.

- Color Mixing Magic – Mix primary colors and discover new shades.
- Shadow Play – Use a flashlight to make shadow animals on the wall.
- Story Drawing – Ask your child to draw a story they imagine.

5. Outdoor & Sensory Play

- Nature Walk – Observe flowers, birds, or insects and describe what they see.
- Treasure Hunt – Hide objects around the house and give clues to find them.
- Bubble Play – Blow and chase bubbles for fun movement.
- Jump & Count – Jump on numbers written on the floor with chalk or paper.
- Texture Hunt – Feel different textures (soft, rough, bumpy) and describe them.

6. Life Skills & Everyday Learning

- Helping Hands – Let children set the table or fold small clothes.
- Pour & Transfer – Pour water from one cup to another to improve coordination.
- Fruit Cutting – Let them peel a banana or break bread into pieces safely.
- Grocery Matching – Match items to their names while shopping.
- Sorting Clothes – Ask them to sort laundry by color or type.

These activities make learning fun, hands-on, and stress-free, helping children stay engaged during the session break while still enjoying their time.

