LSQ HOMEWORK POLICY AND GUIDELINES

POLICY INFORMATION	
Policy Owner	School Leadership
Applicable To	Parents – Students - Staff
Last Updated	2026
Next Review Date	2028

Policy Review and Amendment

The Lebanese School Qatar reserves the right to review, amend, or update this policy at any time to ensure alignment with school needs, applicable regulations, accreditation requirements, and best educational practices. Any approved revisions shall take effect from the date of publication unless otherwise specified.

1. PHILOSOPHY AND PURPOSE

Homework at LSQ is a purposeful extension of classroom learning that reinforces knowledge, builds skills, and promotes responsibility and organization while maintaining a balanced workload that supports student well-being.

2. GENERAL PRINCIPLES

- Homework primarily reinforces classroom learning and is not intended for students to independently learn new concepts at home, except when implemented as part of a structured instructional model (e.g., flipped classroom)
- Tasks are meaningful, manageable, and age-appropriate
- Instructions are clear, specific, and actionable
- Homework may take the form of assessments in Grades 6–12
- Homework is not used to compensate for unfinished classwork
- Student submissions must reflect personal effort and authenticity, with adults providing guidance only, when necessary, without taking over the task

3. DESIGN AND QUALITY OF HOMEWORK

Preschool

Homework is not formal academic work; it is a short, guided, play-based or listening-focused activity that reinforces oral communication and early learning routines through practical, developmentally appropriate tasks.

Primary (Grades 1–5)

Homework reinforces reading, listening, math, vocabulary, and lesson-connected skills through short student-completed tasks that avoid long written compositions, independent new-concept learning, or adult takeover.

Middle & Secondary (Grades 6–12)

Homework deepens understanding through focused practice, analytical thinking, short written or oral responses, research, or assessment-based tasks. Assignments include clear success criteria and coordinated deadlines. While homework is not intended to compensate for unfinished classwork, limited and intentional exceptions may be made when pedagogically justified.

4. WORKLOAD AND COORDINATION

Preschool

Preschool home learning tasks must not exceed 15 minutes per day.

Primary

- **Grades 1–2:** up to **30 minutes** per day
- **Grades 3–4:** up to **45 minutes** per day
- **Grade 5:** up to **60 minutes** per day
- **Grade 6:** up to **70 minutes** per day

Middle & Secondary

- No more than one assessment requiring preparation or studying may be scheduled on the same day.
- Grades 6–8: No more than three assessments requiring advance preparation or studying may be scheduled per week.
- Grades 9–12: The number of assessments requiring advance preparation or studying may exceed three per week when necessary, provided that the schedule is carefully coordinated and approved by the Head of Section to ensure a balanced workload.
- No more than one assessment relying primarily on memorization may be scheduled per week.
- Major projects or long-term assignments are shared at least two weeks before the due date.
- Coordinators and the Head of Section ensure workload balance across subjects.
- No homework, test, or project deadlines are scheduled on the first day students return from a school vacation.
- Homework resumes after vacations with clear instructions and realistic completion timelines.

5. HOMEWORK COMMUNICATION: WEEKLY NEWSLETTER & DAILY PLANNER (PRESCHOOL–GRADE 5)

At the Preschool and Primary levels up till Grade 5, homework is communicated through a Weekly Newsletter and Daily Planner shared on Microsoft Teams. The Head of Section posts the Newsletter and Planner every Thursday, before the start of the upcoming week, and teachers explain the tasks in class to ensure students understand what is required. Resources and supporting materials are uploaded when tasks are ready for completion, following classroom learning, ensuring clarity for students and families.

6. RESOURCES HOMEWORK AND ASSESSMENT COMMUNICATION AND PLATFORMS (GRADES 6–12)

All homework, assignments, and assessment-based tasks are posted on Microsoft Teams. All assessments contributing to students' overall averages must be included in the assessment and homework calendar and communicated in advance, regardless of whether they require studying or preparation at home. This includes language assessments, writing tasks, and any other graded classroom assessments.

Students and parents have visibility of tasks in advance to support planning. The same expectations for clarity, balance, and coordinator/HOS visibility apply to all homework formats, including digital tasks. Digital tasks are purposeful, clearly defined, and manageable, and do not replace meaningful learning activities.

7. HOMEWORK REVIEW, FEEDBACK, AND CLASSROOM FOLLOW-UP

Homework is always acknowledged and reviewed in class to ensure it feeds back into learning. This may include short discussion, peer or self-correction, targeted teacher feedback, or integration into the next lesson to support reflection, improvement, and understanding.

8. ROLES AND RESPONSIBILITIES

- **Teachers:** Assign, explain homework, monitor progress, and provide feedback
- **Team Leaders:** Monitor and balance homework load across classroom subjects

- **Homeroom Teachers (Grades 6–12):** Monitor the homework and assessment calendar on Teams, support students weekly in tracking deadlines and staying organized, and share observations with the Head of Section
- **Coordinators:** Monitor homework and assessment practices within their subjects, guide teachers in implementing the policy, and ensure appropriate workload and assessment planning.
- **Heads of Section:** Oversee the implementation of the policy within their sections, review and approve assessment calendars, and ensure a balanced workload across subjects and grade levels.
- **Instructional Specialists:** Monitor the implementation of the homework and assessment policy, provide guidance and support to Coordinators, collaborate with Heads of Section to ensure effective implementation, and follow up on areas requiring improvement.
- **Associate Superintendent:** Oversee the implementation of the homework and assessment policy, ensure consistency and alignment across both campuses, and follow up with Heads of Section and Instructional Specialists on areas requiring improvement.
- **Students:** Complete homework authentically using personal effort
- **Parents:** Encourage routines and refer to planners for visibility and planning