**Quick Tips for looking at the Elementary and Secondary Homework System resources:**

The AF Bushwick MS Handbook and AF Aspire ES Policy are two AF HW system exemplars. However, there are some key components of the AF Brownsville ES Handbook and the AF Bushwick MS Policy that we recommend including in any complete Homework System resources.

**Exemplars**

See [AF Bushwick MS](https://manyminds.achievementfirst.org/sites/NetworkSupport/TeamCAO/CorePractices/Shared%20Documents/AFBushMS_HW%20Handbook.docx) Handbook (attached)

* 18 pages is digestible
* Teacher Expectations for Homework (pg. 1-4)
* Homework Collection Process (Example Turnaround) schedule (times broken down for teacher in a day)
* Strong "what ifs" & consequences step by step

See [AF Aspire ES](file:///C%3A/Users/SabinaSattler/AppData/Roaming/Microsoft/Word/AFAspire%20Year%201%20HW%20System.docx) Policy Guide

* Concise 5 page overview of their HW system
* Describes the what, why and how of homework procedures (pg. 1)
* Includes roles and responsibilities for homework systems (pg.2-3)
* Homework folder procedures (pg. 4)
* Homework completion data communication (pg. 5)

**Additional Resources**

See [AF Brownsville ES](https://manyminds.achievementfirst.org/sites/NetworkSupport/TeamCAO/Core%20Documents/Homework%20System%20-%20AF%20Brownsville%20Elem%202011-12.docx) Handbook for:

* More specific examples of rewards **pg.6-7**
* Homework Plan Details & Roles **pg. 8-14**
* K-1 Planner Guidelines **pg. 20-25**
* 2-4 Planner Guidelines **pg. 26**

See [AF Bushwick MS Policy](https://manyminds.achievementfirst.org/sites/BrownsvilleMiddle/Lists/SchoolDocuments/Handbooks/AFBRMS%20Instructional%20Handbook%202013-2014/I.%20Academic%20Expectations%20and%20Systems/FINAL-%20I.%20d.%20AFBRMS_Homework_System-%20FINAL.docx) for a short (6.5 page) overview of their HW system

* More example rewards (pg.4)
* Academic Redo Center (ARC) Procedure (pg.5)
* ARC daily timeline, specific schedule (bottom of pg.5-7)