



ACTS Work at Home Policy

ACTS tutors give assignments to be completed at home in order to reinforce concepts taught in the classroom. Teaching instructions and written assignments are provided through the weekly lesson plans so parents can continue at home, the instruction begun in the classroom. The primary reasons tutors assign work to be completed at home include:

- routine practice in new concepts, skills, or facts
- prepare students to engage in classroom discussions and activities
- inform parents of the current topics of study in class
- assist families in fulfilling their legal obligation to conduct regular and thorough instruction

Time Guidelines for work at home assignments:

Grammar 2	20-30 minutes per subject (4)
Grammar 3, Grammar 4	25-35 minutes per subject (5)
Grammar 5	30-40 minutes per subject (5)
Grammar 6, D1, D2	40-60 minutes, with occasional longer research projects
À la carte classes	60 – 90 minutes with occasional longer research projects

Please note:

- *Times are average and depend upon an individual student's strengths and overall competency with the material. If work is significantly different than the times listed above, please reach out to the tutor.*
- *Most of the work in the Grammar years will require direct instruction from a parent. In the upper grades, parents supervise the student's work at home and ensure it is completed.*
- *Composition and Grammar are considered separate subjects for G3-G6*

During scheduled breaks (Thanksgiving, Christmas, 4-day Presidents Day weekend, and Easter), No work at home will be assigned. If a student has fallen behind in certain subjects, the scheduled break can be an opportunity to catch-up.

No Work at Home Fridays:

Several Fridays throughout the year have been designated as No ACTS Work Friday for all grades and all subjects.

Pre-ACTS Assignments:

Because ACTS meets for only 32 weeks per year, each class meeting is precious. Tutors are encouraged to jump into teaching on the first meeting day of the year. Consequently, tutors assign advance reading or other assignments to be completed before ACTS begins. These assignments should not exceed the time guidelines provided above.

Snow Days:

Tutors will assign work according to the guidelines above OR up to the equivalent of a full class period. Tutors will communicate by 9am with their lesson plans for that day and if they plan to hold a virtual class.