

Home Grading

Dear Kumon Parent:

This is a reminder that per policy for all Kumon franchises, parents must correct and properly mark student packets completed while at home. This allows for more accurate recording and updating of progress charts in the Center record books. For each packet of homework graded per day, please mark the front page of every packet with the following methodology:

I. Make sure each packet has a start and end time recorded. The end time is the completion of the packet, not the single worksheet.

II. Mark the accuracy of each worksheet in a packet. A key located at the top of every worksheet indicates how many mistakes per worksheet correspond to each accuracy level.

- For 100% accuracy, mark the top of the worksheet “–”
- For 90% accuracy, mark the top of the worksheet “9”. 80% and 70% accuracy should be marked with “8” and “7”, respectively.
- For worksheets with more mistakes than what corresponds to 70% accuracy, simply mark “6” at the top of the worksheet.

III. The top of the first page of each packet should mark the accuracy of every worksheet in the packet. Please refer to the example below:

The image shows a Kumon worksheet front page with handwritten markings in red ink. At the top, the student's name 'KATIE' is written. The time taken to complete the packet is recorded as '5:11 to 5:24'. The accuracy of each worksheet in the packet is marked with numbers: '9' for 90% accuracy, '-' for 100% accuracy, '9' for 90% accuracy, '8' for 80% accuracy, and '9' for 90% accuracy. The worksheet contains two division problems: (1) $60 \div 3 = 20$ and (2) $63 \div 3 = 21$. A key at the top indicates the accuracy levels: 100% (mistakes 0), ~90% (1-2), ~80% (3-4), ~70% (5-6), and 69% (7-).

Note the example page above. The first page records the start and end time of the entire packet for that day (13 minutes). This particular student completes one packet consisting of five pages per day. From the markings on the first page of this packet, her accuracy was 90% on the first page (marked with “9”), followed by 100% on the next page (marked by “–”), 90% (“9”), then 80% (“8”) and 90% (“9”).

Thank you for your cooperation.