

Homework Policy

Rationale

Homework enhances student learning, improves achievement and develops students's study skills and as such is an integral part of the curriculum. It requires careful planning and integration into the scheme of work of each curriculum area.

Homework is work that is set to be done outside the timetabled curriculum. It contains an element of independent study in that it is not usually directly supervised by a teacher. It is important in raising student achievement.

Not all homework is done at home; in fact, for some students who find it hard to work at home, or for some tasks which may require resources (books, software, equipment) more readily available at school, it is necessary or desirable to carry out the task at school.

Aims

Homework enables students to:

- consolidate and extend work covered in class or prepare for new learning activities.
- access resources not available in the classroom.
- develop research skills.
- have an opportunity for independent work.
- show progress and understanding.
- provide feedback in the evaluation of teaching.
- enhance their study skills e.g. planning, time management and self discipline.
- take ownership and responsibility for learning.
- engage parental co-operation and support.
- create channels for home school dialogue.

Expectations: How much and by whom?

Each curriculum area sets homework. The frequency will vary with some departments setting a more extended homework for the half term and other departments setting shorter more frequent homework.

There is an expectation that project style homeworks set over a half term will still be worked on by the students on a weekly basis and so students will be expected to record their homework in their planner on a weekly basis for every subject. All subjects will give a week to complete their homework.

The table below gives a guide on the expectation of time over a week.

Key Stage 3	Guide to Time per week		
Subject	Year 7	Year 8	Year 9
English	30 mins	30 mins	45 mins
Maths	30 mins	30 mins	45 mins

Science	30 mins	30 mins	45 mins
History	15 mins	15 mins	20 mins
Geography	15 mins	15 mins	20 mins
MFL	20 mins	20mins	30 mins
Design	30 mins	30 mins	45 mins
Art	15 mins	15 mins	20 mins
Drama	15 mins	15 mins	20 mins
Music	15 mins	15 mins	20 mins
PSHE	15 mins	15 mins	20 mins
RE	15 mins	15 mins	20 mins
ICT	15 mins	15 mins	20 mins

Key Stage 4	Time per week	
Subject	Year 10	Year 11
English	60-90 mins	60- 90mins
Maths	60-90 mins	60-90 mins
Science	60- 90 mins	60-90 mins
Option Subjects will have 60 -90 mins per week, per subject as appropriate		

Homework tasks

Homework can be:

- Independent learning
- Consolidation of work in class
 - Practice - learning by doing
- Completion of course work assignments
 - Research
 - Reading
 - Interviews
 - Drawing
 - Using ICT
 - Recording
 - Explaining
- Revision for tests

Sanctions

When homework is not completed, teachers should initially support the student and ensure the tasks set meet the student's needs. If this is so, then sanctions should be used. Teachers receive support from their Head of Department and Senior staff. The sanctions are as follows:

1. **Class teacher** –If homework is not completed there should be a 15 minute detention, set by the class teacher. (Stage 1 of Behaviour Management. Red kite recorded). Students may begin their homework in this time.

If a student fails to complete this homework or another homework then they should be placed in a 30 min detention by the class teacher (Stage 2 of Behaviour Management. Input to SIMS and forward to HOD).

2. **Head of Department** - If a student continues to fail to complete homework then they will be referred to the Head of Department who should be involved in discussion with them at this point and they will sit a 30 minute Department Detention. The student should be registered on Behaviour Manager by the Class teacher for a detention with the reason recorded as homework.

- 3 **HOY** – If a student is identified for not completing homework across a number of curriculum areas the HOY can put them in a whole school detention.

Incentives

High quality homework and a good work ethos should be sensitively praised in class. Where appropriate, homework should be included in display work. Rewards for achievement and sustained effort may be awarded for good homework. For exceptional pieces of homework, a faculty letter or postcard may be sent home.

Responsibilities

The role of the Student

1. To listen to homework instructions in class.
2. To copy down instructions for the task and deadline date into the homework diary.
3. To check what homework is set.
4. To attempt all work and give their best.

5. To ensure that homework is completed and handed in to meet the deadline.
6. To inform the class teacher of any difficulties before the hand in date if possible.

The role of the Form Tutor

- To see that homework is being set and recorded.
- To check that the diary is being signed by the parent/guardian.
- To note and respond to any comments written in diaries by parents.

The role of the Class Teacher

1. To set homework and ensure clear instructions are provided on a weekly basis.
2. To provide the stimulus.
3. Give full and comprehensive instructions in good time during the lesson
4. Set deadlines for completed work and ensure that they are met.
5. Provide help and support
6. Mark all homework promptly.
7. Inform the Head of Department, Tutor, Year Head as appropriate, when problems arise.

The role of the tutor

1. To identify in the planner Curriculum areas with missing homework
2. To identify pupils failing to record homework
3. To support pupils with organisation.

The role of the Head of Year

1. To monitor the setting of homework across the year group.
2. To include homework in pupil mentoring where appropriate.

The role of the Head of Department

1. To monitor and evaluate homework quality and practice within their curriculum area.

The role of the Assistant Head

1. To provide staff, students and parents with the necessary homework documentation.
2. To develop classroom practice to enhance homework across the school.
3. To review annually the school homework policy.

4. To monitor and evaluate the school homework policy.

The role of the Parents

The role of the parent is crucial if a child is to gain success from homework. To reinforce its value through positive feedback will give students the confidence to persevere, work hard and reach high standards of achievement.

Parents can assist by:

1. Providing a table, chair and a quiet place to work.
2. Negotiating with their son/daughter when homework is to be done as a child's free play is important too.
3. Checking the time spent on individual tasks.
4. Ensuring that outside clubs do not hamper their quality of work and put them under undue pressure.
5. Checking presentation and content of all homework being returned to school.
6. Providing the school with information about any problems through the student planner or by contacting the school directly.

Monitoring

Planners will be checked by:

1. The form tutor daily
2. The Head of Year (sampled every few weeks)
3. Member of the SLT (sampled termly)

Subject Staff

1. Will keep a record of homework tasks as part of a lesson plan.
2. Make the record available to the Head of Department.

Tutor

1. Will check planners daily. This will highlight
 - a)subject departments that are not setting homework
 - b)students with difficulty in understanding or recording homework

Head of Year

1. Will sample planners.
2. Will use feedback from tutors to share with the Head of Departments from identified subject areas.
3. Will take feedback from students and talk to relevant people.

Head of Department

1. Will sample homework records.
2. Will review homework practice through the Spotlight process.
3. Will look at examples of homework and talk to students and staff according to monitoring programme using homework monitoring criteria.
4. Will evaluate and plan to improve homework provision.

1. Will sample homework records through Spotlight review.
2. Will sample examples of work and talk to students according to monitoring programme.
3. Will review school policy annually.

Assistant Head

- Whose needs are met?
- Whose needs are not being met and why?
- What are the problems that require short and long term solutions?
- What is the relationship of homework to the curriculum?
- How can policy and planning be more effective?

Evaluation