

Homework Policy

" Researches have shown that. the regular setting and marking of homework are associated with good education and effective schools. " (HMI)

All pupils are expected to do homework, which is an essential part of their education.

RATIONALE

Homework has a positive effect on pupils' attainment and achievement because:

- a) it develops perseverance;
- b) it enables pupils to make more rapid progress;
- c) it provides pupils with further opportunities and time to acquire knowledge and extend their understanding in school subjects;
- d) it helps pupils to develop the important skills of independent study and the self-discipline of working without immediate control;
- e) it teaches pupils that school is not the only place for learning;
- f) it has the potential to involve parents constructively in the learning process;
- g) it encourages pupils to make use of local libraries and the local environment to further their learning and to develop self-study skills;
- h) it trains pupils for external examination coursework and revision.

FORMS AND TASKS

The learning function of homework is *"to generate a variety of worthwhile learning experiences to those provided in school "*. (HMI)

Homework should allow our pupils the opportunity to work on a range of tasks such as:

- Extend the work of the classroom
- Write-up classwork
- Learning and revision
- Reading -either personal choice or directed
- Making things
- Taping (Audio)
- Projects
- Information retrieval from books or other sources
- Preparation of future work through investigation
- Using I.C.T
- Drafting
- Oral practice (e.g. interviewing)

GUIDANCE FOR STAFF

Homework need not be dominated by extended writing activities. Our pupils should be given opportunities to work and learn in a variety of ways.

When "Projects" are set, there must be a clear expectation communicated as to the required content, length and organisation. Progress of the "Project" should be monitored at frequent intervals.

Homework should be set in good time before the end of the lesson. At this time staff should explain precisely what is required and give guidance about where additional information/resources may be acquired.

Homework tasks should be differentiated so that they are related to the ability of all the pupils in a class. Pupils should be provided with sufficient materials and/or information to successfully complete the task.

Homework must have a purpose behind it. This should have been determined in advance of the lesson. It should not be set simply to fulfil the requirement for homework. Similarly, finishing off classwork is not seen as a suitable task when it leaves the high ability learners with little to do at home and the low ability learners to work with no support. However, it may be set as additional home study as catch up work.

HOMEWORK DIARIES

The school will provide all pupils with a diary in which to record, among other things, the homework that has been set. Complicated tasks and Projects can be entered in the 'Pupil's Notes' section of the diary.

Pupils, in their homework diaries should enter all homework assignments during the lesson, and sufficient lesson time should be set aside for this. The teacher will make random checks to ensure pupils are recording the homework correctly.

The homework diary should be a four-way communication, between pupil, parent, Form Tutor and subject Teacher. The Form Tutor should inspect and sign each pupil's diary each week.

Parents should sign the Homework diary each week and comment if required, for example, they feel that the pupil is spending too little time over homework or having excessive difficulty with it. If the homework has not been completed, the subject Teacher is required to comment in pupil's homework diary.

SETTING HOMEWORK

Homework should be set to all pupils in accordance with the published homework timetable. However, flexibility under discretion of the teacher is feasible.

- The responsibility for setting homework and for any follow-up that may be necessary is that of the class/subject Teacher
- Staff will expect work of high quality and demand the best of each pupil
- Staff should take appropriate action to follow up pupils who are not completing homework to the best of their ability
- Tasks should be as specific as possible with staff indicating the amount of time to be devoted to them and deadline dates for completion
- Staff should indicate to pupils the assessment criteria to be used when work is graded
- Staff should ensure that tasks are recorded in the diaries

When staff are absent they should provide, with their lesson details, any homework that is to be set. Where this may not be possible, in the case of prolonged sickness, the Heads should make provision.

MONITORING

Subject teachers should ensure that homework is being correctly entered by pupils in their homework diary. Subject teachers to ensure weekly records of all homeworks set are recorded on a planner and forwarded to designated member of staff for monitoring purposes.

The Heads should monitor pupils' books to ensure that the policy is being followed and that appropriate tasks are being set.

When dealing with homework defaulters, unless there is a note from parents with a valid explanation one or more of the following procedure can operate:

1. Give extra time to complete
2. Detain during play or lunch to complete the homework, staff must supervise pupils in class (allow pupils minimum of 15 minutes for lunch)
3. Add comments in the homework diary
4. Detain after school (24-hour notice)
5. Phone the parents
6. Call a meeting with the parents
7. Take the matter to the Head

MARKING

- Homework should be marked punctually and regularly according to the School' Marking Policy.
- Marking should contain feedback to pupils on their performance in relation to their strengths and weaknesses.
- Pupils should be given a clear understanding of the marking policy.

HOMEWORK TIMETABLES

All pupils will be given a homework timetable. As a guide line pupils should be spending the following amount of time on homework each evening.

A structured homework timetable will be made for each year. Pupils will have a copy, which will be issued at the beginning of the year; a copy will also be updated on the School website.

Homework for each class should be set on a daily basis as follows:

Class	Time per homework (Minutes)
Year 6	30
Year 7	45
Year 8	45
Year 9	45
Year 10	60
Year 11	60

- Homework must be set as per timetable and time limit for each subject. It is at the teachers discretion to set homework

Promoting Homework / Homestudy

The School shall promote Homework by holding specific events during the term, providing homework club, displaying pupils work around the school and informing parents through the newsletter to raise the profile and importance of Homestudy.