

## **HOMEWORK POLICY**

### **1 The Purpose of Homework**

- 1.1 To encourage students to develop the skills needed for independent learning.
- 1.2 To develop self-discipline in work habits including working to deadlines.
- 1.3 To consolidate, reinforce and extend the skills, knowledge and understanding developed in the classroom.
- 1.4 To enable classwork to concentrate on those activities requiring teacher's direct instruction, support or guidance.
- 1.5 To open up areas of study or sources of information that are not accessible in the classroom.
- 1.6 To enable students to meet the demands of GCSE coursework assignments.
- 1.7 To prepare students for school and public examinations.
- 1.8 To encourage parents/carers to be involved in students' learning.

### **2 Guidelines on the Setting and Marking of Homework**

- 2.1 All departments must have a policy detailing the setting and assessing homework. These policies should also indicate examples of appropriate homework tasks in the subject area concerned.
- 2.2 Homework must be set each week for all students following the Homework Timetables established for each year group.
- 2.3 The homework tasks set should be appropriate to the needs, age and ability of the students concerned.
- 2.4 Teachers will be asked to identify their preferred day for homework. Once the timetable for the class is established, colleagues must make every effort to follow the published Homework Timetable.
- 2.5 BUT, where there is only one lesson a week homework will be set alternate weeks.
- 2.6 Also, some departments may choose to set an extended piece of work which may be set across several weeks. In this case, the teacher must build in a regular checking mechanism to monitor progress to date with each student. Teachers must ensure that any extended project should be entered into the organiser each week.
- 2.7 Where coursework is set, milestones must be explicitly identified by the teacher.
- 2.8 Homework must be linked to the scheme of work.
- 2.9 Homework should be set during rather than at the end of the lesson.

2.10 Homework must be written or displayed on the board so students can copy the task accurately. Colleagues need to ensure that sufficient time is allowed for this to be carried out.

2.11 Homework must be written down accurately in planners, with clear deadlines for completion, by all students.

2.12 All revision homework must be written in planners.

2.13 Homework must be completed to meet the deadlines set.

2.14 Homework must be marked as quickly as possible and returned to students with meaningful formative written feedback as stated in the Assessment and Marking Policy.

2.15 Form Tutors must ensure that students write down into their planners the subjects for which homework will be set each day of the week.

### **3 Homework Tasks**

3.1 We must ensure that a variety of tasks are set for homework. Departments should discuss suitable homework tasks and teams of teachers are encouraged to plan homework collaboratively. Tasks should be carefully differentiated to meet the learning needs of students but some homework may be common across specific sets/classes in a year group. Possible tasks might be:

Research

Designing

Essay writing

Reading

Simple experiments

Report writing

Drawing

Drafting

Model making

Interviews

Revision

Projects

Investigations

Library work

ICT applications

Listening

Learning

Preparation work

3.2

- Teachers should, as far as possible, avoid setting homework's which are finishing off tasks of work which should have been completed in the lesson.
- Some homework may be extended over several weeks. Other pieces of homework's may be needed for the next lesson.
- Students should always indicate which tasks in their exercise books are homework tasks by writing the word Homework in the margin and dating the work.

#### **4 The time to be spent on homework**

4.1 The time needed for homework will vary but DfES guidelines recommend:

Year 7 and Year 8 students spend 45-90 minutes a day on homework.

Year 9 students spend 1-2 hours a day on homework.

Year 10 and Year 11 students spend 1.5 to 2.5 hours a day on homework.

Year 12 and Year 13 students should be set homework that reflects their learning programme (see Point 8). In addition, all non-timetabled periods at school should be devoted to private study/extension work.

4.2 The maximum time students can expect to spend completing homework in each of their subject areas is shown on the students' homework timetables.

#### **5 Homework and Study Support**

##### **5.1 The Role of Parents**

Most students will complete their homework at home. Parents are therefore in a position to offer vital support and encouragement in this area. Parents can provide this support and encouragement by:

- providing a suitable quiet space in which their son/daughter can work.
- talking with their son/daughter about their homework, the standards they are achieving and the importance of carrying out homework tasks.
- checking deadlines and helping their son/daughter manage their time successfully so that these deadlines are met.
- signing their child's planner on a weekly basis.
- praising their son/daughter for a successful completion of homework.

## 5.2 Homework Club

The Library Resource Centre is available from 8:00 to 8:45am and again from 3:00 to 5:00pm for homework.

## 5.3 Study Support

Many subject areas run revision clubs for students in Year 9 in core subjects and in Year 10 and Year 11 across all subjects. These tend to operate after 3:00pm and are by arrangement with relevant subject staff.

## 6 Procedures when students fail to complete homework

6.1 Homeworks must be completed on time. Failure to meet a homework deadline will result in a detention.

6.2 Valid reason for late homework must be supported by a letter from home.

6.3 Subject teachers will involve Subject Leaders where students have failed to complete homework three times or the quality of homework causes concern.

6.4 If a student persistently fails to complete homework to a suitable standard the Subject Leader will inform the Year Leader and parents will be contacted.

## 7 Monitoring and Evaluation

7.1 The primary responsibility for monitoring homework lies with the teacher who set the homework.

7.2 Tutors will also monitor that students have recorded homework in their planners. This will be checked on a weekly basis.

7.3 Subject Leaders are also responsible for monitoring the quality, quantity, frequency and variety of homework set in their subject area. Departmental work scrutinies will support this. These should take place each term and outcomes should be relayed to the Leadership Team link person.

7.4 Year Leaders will be responsible for monitoring the overall effectiveness of the Homework Policy across the school. This will involve monitoring selected students, monitoring a year group, sampling exercise books and assignments and checking diaries. This monitoring will take place three times in an academic year.

7.5 Subject Leaders, Year Leaders and Leadership Team will review the Homework Policy annually. Parents may also be involved in such a review, for example, through the administration of a questionnaire or through discussions with parent governors and members of the PTA.

## **8 Homework Tariff**

### **8.1 Key Stage 3 Tariff**

Mathematics, English and Science 45 minutes per week. This may be either 1 longer activity or 2 shorter activities.

Art, Geography, History, Technology, RE and Modern Foreign Language 30 minutes homework per week.

Music, Drama and IT One 30 minute homework per fortnight.

### **8.2 Key Stage 4 Tariff**

Mathematics, English and Science 2 or 3 pieces of homework per week.

Option Subjects 1 or 2 pieces of homework per week.

Each homework is expected to be approximately 40 minutes.

The demands of the examination specification require that major assignments for coursework assessment and examination preparation are set. This means that homework may be set on a more flexible basis at key points in Key Stage 4, with some shorter pieces of work and some extended tasks that are spread over several weeks.

### **8.3 Key Stage 5 Tariff**

At Key Stage 5 students have varied timetables and homework should reflect the individual learning programme of each student. There are high expectations in terms of lesson preparation and research and homework, independent work and coursework deadlines will be set by the individual teacher.

For each level 3 course (AS/As/Applied/OCR National) student should spend 4 hours per week.

For IB, a minimum of 15 hours of homework per week is expected.

For BTec, students should spend a minimum of 4 hours per week.

For GCSE resit courses, students should spend 2 hours of homework and independent study each week.