

The Sandon School



HOMEWORK POLICY

Last Adoption Date: July 2018

Next Review Date: Summer 2021

HOMEWORK POLICY

1. These are the guidelines to which the teachers at The Sandon School are working with regard to homework.

PRINCIPLES OF THE POLICY

2. Homework has a positive impact on students' learning and achievement when it is well structured, appropriately resourced and clearly linked to current learning objectives
3. To ensure that guidance is clear on the nature of homework and the forms it can take is clear, this guidance must be borne in mind when homework materials are developed and homework tasks set
4. To ensure that there should be a consistent approach taken to the setting, marking and monitoring of homework throughout the school, bearing in mind the particular requirements of different key stages
5. To provide guidance on how homework should be organised and managed

PURPOSE OF HOMEWORK

6. Homework has a positive impact on students' learning, is a central part of their school learning experience and should be viewed as an important means of supporting their current learning objectives. The term homework refers to any work set for completion outside lesson time which supports a student's current learning objectives.
7. Homework provides the following opportunities for students:
 - to consolidate and extend current learning
 - to practise and develop skills they have acquired in lessons
 - to use of a wider range of resources than may be available in lessons
 - to organise their work and the time spent on it
 - to explore topics in greater depth, bearing in mind their own particular interests
 - to foster initiative and independence

NATURE OF HOMEWORK

8. Homework should be well structured, appropriately resources and clearly linked to current learning objectives.
9. Homework tasks should be:
 - clearly related to current lessons and short-term learning objectives
 - differentiated in terms of must / should / could
 - designed to promote understanding and self confidence
 - based on completion of specific tasks, such as:
 - preparation and/or practice
 - rote learning or drill repetition
 - exploration or scaffolding exercises
 - Varied, sometimes novel and capable of promoting initiative and creativity
 - Manageable – challenging but not too difficult

- Recorded in an agreed format suitable for monitoring and / or marking
- Set in a context of guidance and support, especially where this involves completion of examination controlled assessments

SETTING HOMEWORK

10. The amount of homework set will be appropriate for students of different ages. Good practice suggests that the average amount of time which should be spent on homework falls within the following ranges:

Years 7 and 8	1 – 1.5 hours for each day of lessons
Year 9	1 – 2 hours for each day of lessons
Years 10 and 11	1.5 – 2.5 hours for each day of lessons
Years 12 and 13	: 1 hours for every timetabled lesson

11. The frequency of homework set for each subject should usually be in accordance with the agreed homework timetable published at the start of each school year. This timetable is planned and co-ordinated so that the demand on students' time and workload is manageable, and it identifies those occasions on which homework may be set.
12. Homework should be set to support a student's current learning objectives rather than as a stand-alone activity unrelated to those objectives. As a guide, each subject homework task for key stage 3 students should last 30 minutes, for key stage 4 students 45 minutes and for post-16 students one hour.

SUPPORT FOR UNDERTAKING HOMEWORK

13. An individual copy of the homework timetable will be distributed to each student. It should be copied into the student planner. Further copies will be displayed in the students' form room and made available on the school website.
14. When homework is set, the teacher will explain the work to be completed and display what has to be done on the board / whiteboard / screen being used in the lesson, making clear how many homework sessions this work covers and the deadline for it to be handed in.
15. When homework is set, students are expected to use their planners to record the homework at the time it is set, also noting the deadline for the work to be handed in. If no homework is set at a scheduled time, this must be recorded in the student planner.
16. Students will be guided in the management of homework by the subject teacher setting the work. Where appropriate, homework tasks may be accompanied by information for parents / carers explaining what has to be completed and how this could be best achieved.
17. Resources supporting the successful completion of homework will be provided for students by the appropriate subject teacher and will be structured in the light of guidance set out under the heading *Nature of homework*. Many of these resources will also be available on the School's Virtual Learning Environment (VLE). If appropriate, these resources may also be used to support learning at home if a student is not attending school.

18. If a student experiences any difficulty in completing homework, they must alert the appropriate subject teacher as soon as possible and seek extra help before the deadline date.
19. Homework will be checked and/or collected in by the appropriate subject teacher on the deadline date set. Where appropriate, a record will be kept by the subject teacher of a student's achievement in homework tasks.
20. Students will be given prompt and appropriate feedback on what they have done in accordance with the School's Marking Policy.
21. The School also supports students in their homework by providing supervised study areas in the Atlas Centre. This Centre is open every day from 7.45 – 8.25 am, at break time, lunch time and for one hour at the end of most school days. During these times, students are able to make use of resources within the library, including access to computers, printers and the Internet.

MONITORING HOMEWORK

22. Curriculum Team Leaders (CTLs) are responsible for monitoring the setting and marking of homework in their curriculum area and that homework is of appropriate frequency, quality and quantity. This work should form part of the regular Teaching, Learning, Monitoring and Review (TLMR) cycle which involves checks of teachers' records, student work sampling and student interviews.
23. Form tutors are responsible for monitoring students' planners for homework records during each fortnightly timetable cycle and for reporting to the appropriate CTL or Head of Year (HOY) any pattern of homework not being recorded or completed.
24. Where a CTL or HOY feels that they need support in successfully implementing the Homework Policy, they can seek such support from the appropriate member of the Leadership Team.
25. Parents are asked for their support in monitoring successful implementation of the Homework Policy.

IF HOMEWORK IS NOT COMPLETED

26. If homework is not completed on time, or to the expected standard, a range of consequences will follow in line with the Stepped Approach for Whole School Detention Procedures (June 2009).
27. The subject teacher will talk to the student to find out if there is a good reason to explain why the particular homework set was not handed in by the deadline. If there is a good reason, the student is expected to have a note signed by a parent/carer setting out the circumstances. If there is no good reason provided, the student will be subject to the School's agreed detention procedures as implemented through the relevant curriculum team.
28. Each curriculum team must have its own strategy for implementing this Homework Policy and must keep this strategy under review and linked directly to material included in the subject / curriculum team handbook.

SUCCESS CRITERIA

29. This policy will be considered to be successfully implemented when there is clear evidence of:
- Homework having a positive effect on each student's learning and achievement, especially in relation to the opportunities set out in this policy under the heading Purpose of Homework
 - Homework tasks being structured in ways consistent with guidance set out in this policy under the heading Nature of Homework
 - Homework being monitored consistently in accordance with the guidance set out in this policy document under the heading Monitoring Homework
30. This policy was adopted by the Governing Board on 2 July 2018. It will be widely publicised and will be reviewed at least every three years.