

# Holly Lodge High School

College of Science



## Homework Policy March 2018

Date Adopted: 14 March 2018

To be reviewed: March 2019

Signed by Governors: S Rahman - Chair

Signed by Head Teacher: P Shone

## Rationale

"Homework is not an optional extra, but an essential part of a good education." - 1999 White Paper, *Excellence in Schools*

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 pupils 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.

Homework enhances pupil learning, improves achievement and develops pupils' 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.

## Aims

Homework enables pupils 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.
- to enhance their study skills e.g. planning, time management and self discipline.
- to take ownership and responsibility for learning.
- engage parental co-operation and support.
- create channels for home school dialogue.

## Homework Policy

All departments will follow the school policy, detailing:

1. When homework will be set.
2. How much homework should be set.
3. Types of homework used.
4. Place of homework in the scheme of work.
5. Department incentives.
6. Sanctions for unsatisfactory work.
7. How and by whom homework will be monitored.
8. Homework action plan following most recent detailed monitoring of homework.

## Expectations: How much and by whom?

Each curriculum area sets the following amount each week.

Key Stage	Time per week		
Department	Year 7	Year 8	Year 9
English	2 x 30 mins	2 x 30 mins	2 x 45 mins
Maths	2 x 30 mins	2 x 30 mins	2 x 45 mins
Science	2 x 30 mins	2 x 30 mins	2 x 45 mins
History / Geography	30 mins	30 mins	45 mins
Technology	30 mins	30 mins	45 mins
Art / Music	30 mins	30 mins	45 mins
ICT	30 mins	30 mins	45 mins
French	2 x 30 mins	2 x 30 mins	2 x 45 mins

Some subjects will set project based homework which will cover a half term or term.

Key Stage	Time per week	
Subject	Year 10	Year 11
English	2 x 60 mins	2 x 60 mins

Maths	2 x 60 mins	2 x 60 mins
Science	2 x 60 mins	2 x 60 mins
ICT	2 x 30 mins	2 x 30 mins
Option Subjects will have 60 mins per week, per subject as appropriate		

## When will homework be set?

This is decided by each department area in collaboration with the Deputy Head Teacher (Curriculum).

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

## Sanctions

When homework is not completed, teachers should initially support the pupil and ensure the tasks set meet the pupil's needs. If this is so, then sanctions should be used. Teachers receive support from their Leader of Learning and senior staff.

## 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 department letter or postcard may be sent home.

## Responsibilities

### The role of the pupil

1. To listen to homework instructions in class.
2. To copy down instructions for the task and deadline date into their planner.
3. To ensure that homework is completed and handed in to meet the deadline.
4. To attempt all work and give their best.
5. To inform the class teacher of any difficulties.

### The role of the Form Tutor

- To include homework in pupil mentoring where appropriate.
- To see that homework is being set and recorded.
- To check that the planner is being signed by the parent/guardian.
- To note and respond to any comments written in the planner by parents.

### The role of the Class Teacher

The class teacher controls the direction of homework and the nature of tasks undertaken.

#### The teacher will:

1. Set homework according to the timetable.
2. Provide the stimulus.
3. Give full and comprehensive instructions.
4. Set deadlines for completed work and ensure that they are met.
5. Mark and return all homework promptly.
6. Provide help and support.
7. Inform the Leader of Learning, Form Tutor and Head of Year, as appropriate, when problems arise.

### The role of the Leader of Learning

1. To seek to enhance the quality of homework set.
2. To monitor and evaluate homework policy within their curriculum area.

### The role of the Deputy Head Teacher of Curriculum

1. To provide staff, pupils 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 the student when homework is to be done as a student's free play is important too.
3. Checking the time spent on individual tasks.
4. Ensuring that outside clubs do not hamper a child's quality of work and put a child under undue pressure.
5. Checking presentation and content of all homework being returned to school.
6. Signing the homework planner each week.
7. Providing the school with information about any problems through the student planner or by contacting the school directly.

## **Monitoring Structure**

Pupils

Homework diaries will be checked by:

1. The form tutor (weekly)
2. The Head of Year (sampled every few weeks)
3. Member of the Leadership Team (sampled termly)

Subject Staff

1. Will keep a record of homework tasks.
2. Make the record available to the Leader of Learning.

Leader of Learning

1. Will sample homework records.
2. Will look at examples of homework and talk to pupils and staff according to monitoring programme using homework monitoring criteria.
3. Will evaluate and update action plan.

Deputy Head (Curriculum)

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

Evaluation (Co-ordinated by Deputy Head Teacher (Curriculum.)

- 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?