

## **HOMEWORK POLICY**

- **INTRODUCTION AND AIMS**

Regular homework is an important part of our educational practice for all our pupils.

Homework plays a valuable part in the learning and development of pupils and makes an important contribution to improving the quality of their school work and raising their standards of achievement.

Homework tasks will be purposeful and varied and they should aim to extend and enrich classwork rather than merely requiring pupils to finish off work started in class or to complete a task for its own sake. Homework will be set regularly and through it pupils will be encouraged to take responsibility for their own learning and to develop good research and study habits and organisational skills. In this way homework inculcates a sense of discipline in regard to work.

- **THE ORGANISATION AND NATURE OF HOMEWORK AT BCEHS**

The nature, type and length of homework will vary according to the age of the pupil and the subject. Heads of Department are responsible for establishing homework policies within their curriculum areas and for publishing these. Therefore there is no homework timetable specifically created for each individual pupil for all subjects but expectations and policy will be made clear for each class by subject teachers in line with departmental policy.

Homework may take a variety of forms including tasks that extend classwork, learning homework, research assignments, practical exercises and longer term projects. Sometimes homework will be set to finish off work started in class, to revise or to do some extra reading.

The variety in types of homework set should enable pupils to draw upon the range of resources that are available outside school and require pupils, as independent learners, to show initiative. The school therefore encourages flexibility in homework setting and particularly supports the "PuSH" scheme developed initially within geography as a method of setting homework. This scheme allows pupils choice in the order and complexity of the tasks undertaken, and encourages organisation and self-supported study.

The amount of homework should gradually increase as pupils pass through the school. A pupil in Year 7 should expect homework in at least one and up to three subjects each evening; each taking up to 40 minutes to complete. Students studying for G.C.S.E. in Years 10 and 11 could expect to be doing the equivalent of up to two hours homework per evening; however, the nature of learning in school is such that these homeworks will be often be part of extended projects or revision tasks and pupils should take responsibility for spreading out the load evenly. Staff will offer support and advice to enable this; once again the intention is that pupils develop their own skills such as organisation.

Each lower school (years 7 - 9) pupil will be supplied with a Learning Journal in which to record homework. Upper school (years 10 and 11) pupils are also given a Journal or student planner at the beginning of each academic year.

Pupils are helped to organise their homework by advice given by subject teachers and through the modules on study/learning skills in the curriculum. Individual support is offered by our Learning Mentor and through mentoring schemes involving Heads of Year and senior staff. Subject teachers may make themselves available at negotiated times, and the Library is available on most days at lunchtime and some days after school for work. The Library is equipped with ICT facilities to support this purpose.

Sanctions are used when pupils fail to complete homework satisfactorily. These include lunchtime and after school detentions and being asked to redo work.

- **HIERARCHY OF RESPONSIBILITY FOR HOMEWORK**

Pupils are responsible for the maintenance of good systems of recording and organising homework. They should keep records in their Learning Journals or planners and complete tasks on time to the best of their ability. They should take care over their journals, maintaining them in properly; pupils are responsible for the cost of replacement for a lost or damaged journal.

SEN support support such as CLA's associated with pupils should support them in keeping good records of homework in journals and assist them with the planning of homework tasks.

Subject teachers should ensure that homework is always set according to departmental policy and that pupils in their classes are asked to enter details of the homework in their Learning Journals/Student Planners. Teachers should give reasonable time for its completion and ensure that it is marked in accordance with the Departmental and School Marking Policy.

Form tutors are responsible for issuing diaries and planners and for monitoring their use. In KS3 Form Tutors and their assistants should check and sign homework diaries regularly and frequently. They should refer to Heads of Year problems that persist with pupils not completing diaries satisfactorily or failing to do homework and communicate concerns to parents.

Heads of Year should support Form tutors in maintaining high standards of recording and completing homework and intervene appropriately in conjunction with Form Tutors when pupils fail to achieve such standards. They should monitor the amount of homework being set for pupils in their year group, the work of form Tutors in operating these systems and the effectiveness of strategies used for study and homework by pupils in their year group.

Heads of Department have prime responsibility for monitoring the implementation of the Homework Policy in their curriculum areas. They should establish a policy for homework for their own curriculum area, which should be expressed in a statement available in the Departmental handbook and stored on the school online facility with other Departmental documentation. They are responsible for monitoring and evaluating the effectiveness and implementation of the homework policy within their own curriculum area and will use work sampling and pupil voice to achieve this aim. They will support the development of any subject teacher in their Department identified through these monitoring processes in setting and marking homework.

The Headteacher, Deputy and other senior staff acting as SLT links for Departments, will also monitor the effective implementation of the Homework Policy in the referral and Tutor Support Programme and in consultation with Heads of Department.

Parents are expected to take an interest in pupils' homework and to provide appropriate assistance such as the provision of suitable opportunities and contexts for study at home – this may mean no more than ensuring a pupil gets down to work and concentrates on it as a priority. Parents of KS3 pupils should sign their Learning Journal regularly and use it as a means of communication with Form Tutors.

Guidance for parents is given in our booklet 'Homework Guidelines for Parents' which all parents receive when their son or daughter joins the school and is available online. Parents are asked to sign the Lower School Learning Journal every week. Additional advice is provided at Parents' Evenings and specific information about G.C.S.E. coursework is given to parents of Year 10 pupils at the special event in September.

Summaries of this Policy are included in the School Prospectus and the booklet 'Homework Guidelines for Parents'. The Policy is included in the Staff Handbook and subject to regular review.