



HOMEWORK POLICY

INTRODUCTION

Homework is an important and beneficial exercise and is an essential part of the students' learning. Teachers should see homework as an integral part of their curriculum planning, extending and enriching class work rather than simply involving students in finishing off work started in class. Care should be taken to ensure that homework can be tackled by students of all abilities.

AIMS/OBJECTIVES

- To help increase students' knowledge and understanding.
- To improve students' learning, organisational and study skills.
- To help teachers make more effective use of lesson times.
- To extend and enrich class work.
- To provide feedback to students on work produced and their understanding

POLICY GUIDELINES

Homework timetable

Homework should be regularly set for all students, in all subjects in all years. A homework timetable is created each September for all year groups and monitored by the progress leaders for all the students in their year. It will indicate on which evenings homework should be set by the subject departments. Teachers should set homework according to the timetable. Teachers should allow a reasonable amount of time for it to be completed. Students and their parents should be informed of the homework timetable. The timetable should be recorded in the School Planners.

Responsibility for homework

Subject teachers should ensure that homework is set according to the homework timetable and that students enter the details of the homework in their Planners. Homework should be set at an appropriate point in the lesson, accompanied by a full explanation. Subject Leaders are responsible for monitoring and evaluating the homework practices within their department and via the school 'Check and Act' policy. Subject Leaders will frequently check staff planners to ensure that staff are setting appropriate homework and record their findings on departmental monitoring documents.



The marking of homework

Subject teachers should ensure that homework is marked soon after its completion by the students. The work should be marked in accordance with the departmental and/or whole school marking policy. Comments written by the teacher should provide feedback to students on their progress, especially where homework is ongoing as part of GCSE coursework.

School Planners

Each student will be supplied with a School Planner, in which to record homework. Form tutors should check and sign it on a regular basis. Parents are asked to sign the homework diary weekly and a space is provided for any comments they wish to make. Wherever possible, parents should be encouraged to provide a suitable space, away from distractions, for their children to complete homework.

Procedures to be followed when the homework is not completed

In the first instance the subject teacher should deal with a student who fails to complete homework. The class teacher may also choose to inform the form tutor and parents of the student. If a student fails to complete homework on a regular basis, then the matter should be referred to the relevant Subject Leader who should inform the student's parents. Sanctions should be put in place for students who fail to complete homework, e.g. departmental detentions. If that still fails to resolve the matter, then the student should be referred to his/her Progress Leader.

Policyholder: P Creed

Date Approved by Governing Body:

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