

Homework Policy 2016- 2017

Purpose of Homework:-

1. To consolidate and reinforce learning to raise standards.
2. To prepare for the next lesson – flipped learning.
3. To allow students to prepare for tests in the form of revision.
4. To provide time for the completion of course work in GCSE and A Levels.
5. To encourage students to develop the skills and confidence to study on their own.
6. To involve the family in supporting student learning.

Guidelines for Subject Teachers

1. All homework must be planned and focused.
2. Each subject should identify suitable learning activities that are linked to the Scheme of Work being taught.
3. There should be a variety of planned activities/tasks with different levels of challenge.
4. Quality is more important than the quantity and students and the purpose must be clear and all students should be made aware of what is required of them and exactly how long it is expected to take to complete.
5. In KS3 students must write after each piece of homework how long it took them to complete it. This should be recorded in their planner and class book.
6. Every homework piece must be collected in and marked and students must receive specific and timely feed forward targets.
7. All homework must be entered into teacher mark books and dated.
8. In KS3 no homework to be set over a holiday.
9. Homework should never be to finish off classwork.
10. Homework should never be set for the next day.
11. Any revision homework must be tested.
12. Curriculum Leaders book scrutiny will take into account the consistency of homework set.

13. The total time (not time for each subject) spent on homework should take into account age, ability and national guidelines for total time spent on homework each night.
 - Year 7 & 8: 45 minutes to 90 minutes per day
 - Year 9: 90 minutes to 120 minutes per day
 - Year 10 & 11: 90 minutes to 150 minutes per day
14. Each KS3 subject teacher must comply with the homework timetable and Curriculum Leaders must monitor the quality and extent of homework set on a termly basis.
15. Sixth Form homework should reflect the need for students to work more independently on work that best matches the demands of the course studied.
16. The following features of good marking must be used:-
 - a) Comments are specific, linked to the student outcomes and support further learning. Where Targets are appropriate, they should be made clear by using the symbol **T**.
 - b) Use praise often.
 - c) Use marking to pick up 'Whole class problems' and inform planning for next/future lesson.
17. On all occasions students must record their homework in their Planners. They record the day it is due in and please ensure that students have more than one day to complete their homework (no homework can be due in the next day).
18. Build time into your lesson planning so that homework is not seen by students as a 'rushed activity' at the end of the lesson.
19. Encourage students to use departmental and homework clubs, as well as supervised support sessions. The LRC and ICT facilities are also available at the end of the school day.
20. Allow students to start homework in the last 5 minutes of the lesson for complex tasks, if it's appropriate. This will help to clarify what they need to do, help them to get started and stop them from worrying.

KS3 Homework should be given weekly as follows:

Year 7

- English, Maths and Science 2 x 30 minutes
- Spanish 1 x 30 minutes per week to include regular learning of grammar and vocabulary which must be tested.
- History and Geography 1 x 30 minutes
- All remaining subjects no set weekly homework – projects on a carousel in summer term in certain subjects.
- RE, ICT & Computing to set revision homework prior to end of term tests and end of year exams.

Year 8

- English, Maths and Science 2 x 30 minutes
- Spanish, French & German 1 x 30 minutes per week to include regular learning of grammar and vocabulary which must be tested.
- History and Geography 1 x 30 minutes
- All remaining subjects no set weekly homework - projects on a carousel in summer term in certain subjects.
- RE, ICT & Computing to set revision homework prior to end of term tests and end of year exams.

****Students completing the Bronze Arts Award will need to complete a project in the first half term***

Year 9

- English, Maths and Science 2 x between 30-45 minutes
- Spanish, French & German 1 x 30-45 minutes per week to include regular learning of grammar and vocabulary which must be tested.
- History and Geography 1 x 30 minutes
- All remaining subjects no set weekly homework – projects on a carousel in summer term in certain subjects.
- RE, ICT & Computing to set revision homework prior to end of term tests and end of year exams.

****Students completing the Bronze Arts Award will need to complete a project in the first half term***

KS4 Homework should be given weekly as follows:

- English Maths and Science 2 x 45 minutes
- Triple Science 3 x 45 minutes
- Option subjects 1 x 45 minutes

****These guidelines represent a minimum amount of homework for KS4***

KS5 Homework should be given weekly as follows:

- All level 3 Courses
Year 12-5 hours per subject
Year 13-6 hours per subject

Guidelines for Form Tutors

1. Make sure students are aware of:-
 - The purpose of homework.
 - The importance of not losing homework.
 - The need to hand it in on time and in KS3 students to write how long it took to complete. (Key area for school improvement).
2. Ensure KS3 homework letters are sent home and replies returned.
3. Most importantly, check on a weekly basis that the student planner is being used effectively to record homework and that parents are signing the planner. Your weekly signature will confirm this.
4. Take appropriate action if parents contact you about homework set. Involve the Curriculum Leader and/or Year Leader in difficult cases.
5. Encourage students to make use of school support.
6. Display and periodically make reference to the 'Top Ten Handy Hints' for homework.

Guidelines for Students

- Remember the handy hints
- Use blue/black pens for writing and purple pen to complete feed forward targets
- Cross out mistakes neatly with a line through the work
- Write down date and title in full
- Underline all headings with a ruler
- Use a sharp pencil for diagrams, graphs etc.
- Use a ruler for straight lines, tables etc.
- Write down how long it took you to complete the homework

Top Ten Handy Hints

1. Write down in your planner all of your homework and the date each one is due in.
2. If you are unsure of what to do, then ask your teacher.
3. Agree a time with your parents to do your homework and show them what you are doing.
4. Leave the easiest homework until last.
5. Phone a friend, go on the VLE or ask your parents if you have a problem.
6. Always try your best and be neat using a ruler to underline words and draw straight lines.
7. If you find the homework too difficult, tell your teacher before the next lesson.
8. Make sure you hand in your homework on time.