

'Founder member of the INVICTUS Multi Academy Trust'



# Homework Policy

Frequency of review: Annual

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Date of next review: June 2018

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## Introduction

Homework is an important part of the learning process and all students are expected to complete homework to support and improve their progress in each subject. Tasks set are designed to consolidate, extend and enrich student knowledge and understanding and to help students develop the skills they will need for lifelong learning. These skills include the ability to work independently, being able to organise their work and meet deadlines.

All of the internal examinations that students will sit in years 7-10 and the external examinations at the end of Year 11 and Year 13 require students to be able to recall knowledge, explain the information that they have learnt from their courses and to analyse and evaluate this information. Homework enables students to develop the skills required to be successful in their examinations including; effective learning skills, the ability to study, revision strategies and exam technique.

## WISE

The school uses its own online system to set and monitor homework through WISE. All students and parents are registered onto this system and can use it to keep track of the homework that they are required to complete. Parents are encouraged to review with their children successful completion of homework and to support them in developing the organisational skills to ensure homework deadlines are met.

**Please note that any homework concerns such as homework not completed or not completed to the required standard are recorded on WISE using the yellow card system.** The school does not use the Trust's on-line facility for tracking individual pieces of homework – please ignore these messages on WISE and check your child's behaviour log to see any issues.

Students or parents who have any difficulty in accessing this system should contact Mr Weatherhogg, Vice Principal (Teaching and Learning)

## Types of Homework

- Research tasks – finding out and presenting information about a particular topic
- Answering questions – e.g. multiple choice, short answer, extended answer
- Extended writing – e.g. essay, newspaper article, report, letter
- Problem solving – e.g. maths questions
- Revision tasks – e.g. learning key words, reviewing a topic in preparation for a test, preparing revision materials
- Exam Question practice
- Creating something – e.g. artwork, music, a song, artefact, speech, presentation, a play
- Planning and designing an activity or artefact
- Explaining or teaching something to an adult

Students, teachers and parents will need to work together to ensure that homework is effective.

**Teachers should:**

- Make sure that students know what homework they have to do
- Instruct students to write homework in their planner
- Share success criteria with students
- Give additional advice if students have difficulty with homework (students should seek advice before the deadline)
- Give students enough time to complete homework properly
- Ensure homework is marked and feedback given
- Set suitable homework to enable students to make progress

**Students should:**

- Make sure that they complete all of the homework that has been set for them on 'WISE'
- Use 'WISE' to confirm what work needs to be done and by when
- Check when they get a piece of homework that they know what is required and seek any help needed from their teacher before the deadline for handing in the piece
- Take responsibility for completing their homework to the best of their ability

**Parents should:**

- Speak to their child about their homework
- Support their child to complete the homework – without doing it for them!
- Use questions to support their child's thinking so that they can work out the answers for themselves
- Encourage their child to complete homework in the right environment – away from the TV and other distractions
- Check and sign their child's planner each week
- Contact school if their child seems to be overloaded with homework, is distressed by homework or seems not to have any homework.

**Homework Club**

The school has a Homework Club that operates after school until 4.15pm. One of our staff, Mrs D Bate, takes responsibility for the club and provides support if students need it. All students are welcome to attend.

**Setting Homework**

Teachers are responsible for ensuring students have enough time to complete their homework so that they do not become overloaded. Staff will set homework on 'WISE'.

**Managing Homework**

This is an important skill for students to develop but some students may initially find this challenging. Any problems with managing and organising homework should be referred to the Subject Teacher in the first instance. If problems persist parents or students can speak to the Head of Faculty.

**Key Stage 3**

All subjects will set regular homework although homework timetables are not used at KS3 as they can stop homework being set at a time when it is most valuable to the students' learning journey. Core Subjects at KS3: English, Maths, Science and Humanities will set 2 homeworks per fortnight and all other subjects will set 1 homework per fortnight to reflect the number of lessons that these subjects have during the two week timetable.

### **Approximate Timings**

Year 7 20 minutes per subject per week

Year 8 25 minutes per subject per week

Year 9 30 minutes per subject per week

Please be aware that these are suggested timings only and should equate to the average amount of time spent by a student over the course of the year. Exact timings may differ according to the nature of the work being completed.

### **Assessment and Feedback**

Homework will be assessed in a number of different ways:

- Marked by the teacher with strengths and targets for development identified
- Marked by a peer or by the student in the class to develop understanding of assessment and mark schemes so that students understand better how to improve their performance
- Used in the class to support learning and progress in the lesson

### **Rewards**

Students who complete their homework and produce work of a good standard will receive points. When deciding which students can take part in the reward trips each year, completion and quality of homework will be taken into account.

### **Sanctions**

Students who fail to complete their homework will be challenged by their teacher and will be expected to catch up with any homework missed. Where problems persist parents will be contacted and students will be referred to the Head of Faculty so that this issue can be addressed.

## **Key Stage 4**

### **Approximate Timings**

Years 10 and 11 30 minutes per core and option subject per week

Homework will be set each week by the class teacher and a timetable has been produced as a guide to ensure that the workload for students can be balanced across the week. Students in Years 10 and 11 are expected to be preparing for their examinations through independent revision and exam preparation **in addition to** their homework.

This will include:

- Reviewing work completed in class and finishing any incomplete tasks
- Preparing revision notes and materials for each topic in each subject
- Developing a range of revision strategies using guidance from school
- Accessing revision materials on the internet or revision resources

In some subjects, students will also be using their homework time to revise for internal examinations and assessments. As I am sure you appreciate, it is essential that students are fully prepared for these assessments and complete all of the necessary revision as instructed and advised by their class teacher so that staff, students and parents can accurately assess the progress that has been made.

### **Sixth Form**

Students in the Sixth Form are expected to complete **four hours of homework per subject per week**.

**In addition to this work**, Sixth Form students are required to develop effective study habits to ensure they achieve the highest grades possible. This will include:

- Being able to work independently, manage a substantial workload and meet deadlines
- Reading around the subject through textbook and internet research
- Reviewing class notes and producing revision notes and resources during the course
- Planning ahead by reading up on topics that are going to be covered
- Completing past paper and other questions to test their understanding of work covered and develop their exam technique.

### **Questions or Concerns?**

Any subject based questions or concerns regarding homework should be raised with the Assistant Head of Faculty for the subject. Any general questions about homework, including any difficulties with managing workload should be directed to your child's Head of House.

Please see the contacts page on the website for contact details.