

Homework Policy

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.

Expectations: How much and by whom?

Each curriculum area sets the following amount each week.

Key Stage 3	Time per week		
Subject	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
Geography	30 mins	30 mins	45 mins

History	30 mins	30 mins	45 mins
MFL	30 mins	30 mins	45 mins

Key Stage 4	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		

National average

Year 7 & 8	=	45 - 90 minutes a day
Year 9	=	60 - 120 minutes a day
Year 10 & 11	=	90 - 150 minutes a day

When will homework be set?

This is decided by each subject area in collaboration with the Head.

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 SLT. The sanctions are as follows:

1. Discussion and negotiation with pupil, informing parents via text bank.
2. Loss of Class Dojo Points to the pupil
3. Discussion and negotiation with referred pupil, imposition, informing parents by text. Letter to parents and detention if necessary.
4. Refers pupil to Section Head in the case of a persistent offender.

Incentives

High quality homework and a good work ethos should be sensitively praised in class.

Where appropriate, homework should be included in display work. Credits and rewards for achievement and sustained effort may be awarded for good homework. For exceptional pieces of homework, a faculty 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 the homework diary.
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 see that homework is being set and recorded.
- To check that the diary is being signed by the parent/guardian.
- To note and respond to any comments written in diaries 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 Faculty Director and Curriculum Leader, Tutor and Head of House, as appropriate, when problems arise.

The role of the SLT

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.
5. To provide after school and lunchtime opportunities for independent study.
6. To seek to enhance the quality of homework set.
7. To monitor and evaluate homework policy within their curriculum area.

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

Homework diaries will be checked by:

1. The form tutor (weekly)
2. Member of the Leadership Team (sampled termly)

Subject Staff

1. Will keep a record of homework tasks as part of a lesson plan.
2. Make the record available to the Assessment Co-ordinator

Head Teacher

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

Evaluation

- By SLT
- 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?

Policy Review Date: September 2017

Frequently Asked Questions about homework

We have received questions and queries from parents and carers concerning a variety of aspects regarding homework. We have summarised these below in what we hope will be a helpful guide which will enable you to further support your son/daughter

1. *'What is my role in homework?'*

Encouragement is a major role. Ensure that your child manages and copes with the workload. Sit with them. Talk to them about the tasks. If youngsters verbalise their learning they are more likely to retain the knowledge.

2. *'I'm busy and don't have time to help. What can I do?'*

It's not essential that you sit with them and work alongside them, but showing an interest is imperative. Ask them what tasks they're undertaking tonight and sound enthusiastic!

3. *'I can't help because education has changed since I was at school. I don't know what my child is taught.'*

You can support by appearing interested in school: reading the school newsletter; attend parents' evenings. Generally show an interest in school. Check the school website.

4. *'I don't know enough about a specific topic to help my child. How can I help?'*

Youngsters thrive on rewards and encouragement. Maybe look at some information together. Help collect information. Supporting is an excellent way of helping.

5. *'It's noisy and there's no space at home'*

The school has several homework clubs which run from early in the morning until 4.30. There are also opportunities at lunchtime to complete homework.

6. *'How much homework should my child be doing?'*

The current homework timetable is on the school website.

7. *'My child doesn't tell me about homework. What can I do?'*

Look in the planner. Ask your son/daughter's form tutor. Ask them open questions about today's learning at school.

8. *'My child's homework is set irregularly and then doesn't get marked.'*

The first thing to do would be to talk to your child and make sure of the facts. If there is an issue, tell us via the planner in the first instance, or directly via the Head of House or Subject Leader.

9. *'All my child seems to do is finish off work done in class'*

It is important from time to time to finish off classwork. However, homework should take many forms. If you aren't sure – ask or send in a query via the student planner..

10. *'My child spends more time than is necessary on her homework.'*

Youngsters work at different speeds. However, if they are spending inordinate amounts of time on tasks make a note in their planner – or simply write='x has spent 30 minutes on this task'. The teacher will then take charge of the situation.

Finally.....

Homework is used to support classwork. It is an attempt to help youngsters become independent learners and more importantly form a base of good practice which can be built on in future years. Windsor regards homework as an integral part of the learning process.

We hope you've found this guide useful. If you would like to make any suggestions for improvement please contact the Headteacher.