

West Monmouth School

Ysgol Gorllewin Mynwy



Homework Policy

Polisi Gwaith Cartref

Date Approved by Governors:

Date Reviewed by Governors:

According to DfES guidelines, 'homework' refers to any work or activities which pupils are asked to do outside lesson time, either on their own or with parents or carers.

1. **PURPOSE**

- 1:1 Homework is an important part of the learning experience. The purpose of homework includes:
- Encouraging pupils to develop the skills, confidence and motivation needed to study effectively on their own;
 - Consolidating and reinforcing skills and understanding developed at school;
 - Extending school learning, for example, through additional reading or research;
 - Sustaining the involvement of parents and carers in the management of pupils' learning and keeping them informed about the work pupils are doing;
 - Managing particular demands, such as GCSE coursework.
- 1:2 Homework should be within flexible guidelines which avoid totally rigid time allocations and makes allowances for age, ability, home circumstances and other demands on pupils.

2. **DEPARTMENT STRATEGY**

- 2:1 Each faculty/subject area should have its own strategy for implementing the school policy and must keep the strategy under review.

3. **QUALITY**

- 3:1 It is appropriate that a wide range of activities is set for homework tasks. Each activity should be an integral part of the scheme of work and will often relate directly to the work in the classroom. Homework tasks could include:

Investigations	Designing
Research	Word Processing
Reading	Simple Experiments
Drawing	Drafting
Interviews	Revision
Public Library visits	Desktop publishing
Essay writing	Report writing
Making a model	Projects
Listening to a cassette (Modern Language)	

This list is not exhaustive but all activities must be relevant and appropriate.

3:2 Clear expectations of the standard of work should be made to pupils and work should be assessed in the light of this standard.

4. **QUANTITY AND SPREAD**

4:1 Good practice suggests that the amount of time, which should be spent by pupils at secondary schools, on average, on homework or coursework, should fall within the following ranges:

Years 7 & 8	45 – 90 minutes per day
Years 9	1 – 2 hours per day
Years 10 & 11	1.5 – 2.5 hours per day

4:2 Subject areas have specified the frequency of which home works should be set. This can differ due to time allocation for different subjects and nature of the work/projects that are set. Pupils should, ideally, be given at least two nights in which to complete a homework task. The spread of homework should be as even as possible and should take into account the pacing of curriculum delivery over a school year. The purpose of the homework schedule at KS3 is not dictate rigid homework but rather serve as a flexible framework to ensure full coverage of all subject areas.

4:3 If homework is to benefit pupils' learning they should be given prompt and appropriate feedback on what they have done.

4:4 For pupils with Special Educational Needs, homework will need to be carefully managed. The SENCO should collaborate with subject teachers to ensure that pupils are not overlooked.

4:5 When marking homework, as with marking work in general, should adhere to agreed departmental policy and always control targets for improvements.

5. **SANCTIONS**

5:1 The expectation must be that **everyone** completes homework assignments on time

5:2 Sanctions for the non-completion of homework should be consistently applied across the school, so that all pupils see the arrangements as fair.

5:3 One-off offences or extenuating circumstances may be dealt with by granting a short extension to the homework deadline, if appropriate, though this must not be perceived as the norm.

5:4 Subject teachers will, in the first instance, make arrangements to detain at break or lunchtime in order to get homework completed. The HOF or person in charge should be routinely informed, who will then arrange after-school detentions if necessary and inform parents via a standard letter.

5:5 Persistent offenders should be reported to the appropriate member of the pastoral staff. Parents will be invited into school and the pupil will be placed on homework report. After school detentions may be necessary at this stage in order to ensure that outstanding homework or coursework assignments are completed.

5:6 Parents should be routinely informed about the lack of homework completion and the student planner can be used as a method of communicating problems to parents.

6. **STUDENT PLANNERS**

6:1 All Students at both KS3 and KS4 are given a student planner.

6:2 All Homework should be recorded in the planner. Planners should be kept neatly and up to date.

6:3 All planners must be signed by parents and Form Teachers on a weekly basis.

6:4 Form Teachers should take appropriate sanction against those pupils failing to maintain a good planner.

6:5 The planner can serve as another form of communication between home and school.

6:6 The planner is used as a record of the awarding of school stamps.

7. **EXCEPTIONAL WORK**

7:1 Students completing exceptional pieces of homework should be commended accordingly, e.g. achievement points, work signed by HOF, teacher in charge or senior staff.

8. **MONITORING AND EVALUATION**

8:1 All homework is recorded
a) in pupil planners
b) in staff planners

8:2 The teacher in charge and head of faculty will monitor the quality, quantity and relevance of the homework with departmental members as required

8:3 As part of the subject area reviews activities in the summer term, departments will review the homework in relation to schemes of work