



Homework Policy

Date approved: May 2012
Signed by Chair of Governors: Mr Paul Rossi

A white rectangular box containing a handwritten signature in black ink, which appears to be "P Rossi".

Date approved: July 2019
Signed by Headteacher: Mrs Kate Pereira

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Reviewed: November 2020
Next Review: November 2021



St John Fisher
Catholic High School

Policy and Procedures

Homework Policy

"I have come that they may have life, and have it to the full" John 10: 10

Principles

Well-designed homework will play a valuable part in a student's education. It offers opportunities for work which is independent of the teacher. Homework tasks will exploit materials, new technologies and sources of information which are not always accessible in the classroom. Homework will take many forms and is an essential complement to the work done in lessons. It is relevant to all KS3 (excluding PE), KS4 and Post 16 courses and plays a vital part in enhancing students' learning, reinforcing what it is done in the classroom, encouraging them to take increased responsibility for achieving their goals and increasing their chances of success.

Purpose

Homework is set to provide students with opportunities to:

- Extend, develop and practise what was learned in class.
- Prepare for work in class.
- Acquire the ability, confidence and organisational skills to work independently.
- Work at their own pace and ability level, particularly in tackling longer term projects.
- Make use of resources and new technologies outside of the School.
- Strengthen School-Home links in the learning process.
- Revise and reinforce skills and knowledge learnt in the class work.
- Develop their literacy and spelling

Homework also helps the teacher to:

- Check that students understand class work.
- Assess students' potential necessary for reviews and examination entry.

Homework will take **many different forms** including: planning, preparing, revising, learning, reading, speaking, designing, drawing, collecting, re-drafting, improving, researching information and written tasks to consolidate or extend learning.

Some homework tasks will be specific short term tasks related to the topic at that time and others will contribute to longer term tasks such as projects, portfolios of work and coursework.

Facilities and Resources

The School will provide a learning resources area including library facilities during the school day and after school so that students can access resources and suitable conditions for doing homework.

When students join the School, parents are given advice and asked to undertake to provide suitable conditions at home for doing homework.

The student planner is the means by which homework is recorded by the students and monitored by the teachers, the tutor and parents.

Practice

It is expected that all teachers set homework for their classes (except KS3 PE) and that it is of an appropriate level and length for the students concerned. Guidelines will be given by the curriculum area.

As a general rule:

- KS3 classes should be given between 30 minutes and 45 minutes of homework per subject, in accordance with the homework timetable.
- KS4 classes should be given between 45 minutes and 60 minutes of homework per subject, in accordance with the homework timetable.
- KS5 should have a minimum of 3 hours of homework per subject, in accordance with the homework timetable.

Wherever possible, students should be given a regular day on which homework is issued so that they can plan their time accordingly. Students should be given several days to complete the homework but no less than 24 hours.

Effort grades to be awarded to homework pieces using the 1-4 scaling which is used for AP data collection:

1. Always completed and to a high standard showing a great deal of effort
2. Completed on time and to a good standard showing effort
3. Often not completed on time or often completed to a poor standard reflecting some effort
4. Rarely completed on time or usually completed to a poor standard reflecting little or no effort

If a class is split between two or more teachers, they should arrange between themselves who is responsible for setting and marking of homework. The Head of Faculty should be aware of the arrangement.

Merits are awarded using the Red R Stamp and linked to the 5 R's: Reflection, Reasoning, Resilience, Responsibility and Resourcefulness.

Responsibilities

The student is responsible for:

- Recording all homework tasks in the student planner
- Recording the completion deadline.
- Completing the work set to the best of his/her ability.
- Handing the completed work in on time.

The parent is responsible for:

- Providing a suitable place for their son/daughter to do his/her homework.
- Checking the student planner to see what homework is set.
- Encouraging the student to complete the homework on time.
- Contacting the School via the tutor or subject teacher if there are any concerns.

The teacher is responsible for:

- Setting regular and **appropriate homework for the individual student** according to the School and curriculum area policies.
- Ensuring that homework is properly recorded in the student planner and on Doodle (KS3). For weaker groups, the homework should be written on the board for students to copy down.
- Setting a date for completion.
- Ensure that homework receives appropriate, timely feedback
- Effort grade should be awarded on the homework piece.
- Promoting the homework club and study centre to help support students.
- Taking appropriate action to sanction students who fail to complete homework or it is completed below expectation including contacting parents.
- Merits are awarded using the Red R Stamp and linked to the 5 R's: Reflection, Reasoning, Resilience, Responsibility and Resourcefulness.

The Head of Faculty is responsible for:

- Ensuring that colleagues are aware of both the School and curriculum area policies.
- Monitoring that all staff set varied homework and taking appropriate action if this is found not to be the case.
- Monitoring that the homework set is **appropriate for specific classes and individuals** within the classes.
- Ensuring that homework receives appropriate feedback
- Checking homework is set and completed by students when scrutinising student work.
- Asking students about their homework when undertaking student interviews.
- Responding to parents who raise concerns about homework issues.

The tutor is responsible for:

- Issuing tutees with a student planner and ensuring it is used and replaced when lost.
- Checking student planners regularly to see if homework is being set and responding to any concerns from parents about homework.
- Contacting parents if homework completion or missed deadlines become an issue with a tutee.
- Contacting subject teachers if a student or parent has issues that cause problems with regards to homework.

The Head of House is responsible for:

- Ensuring all tutors check and monitor the use of the student planner.
- Following up serious homework issues passed to them by the tutor including contacting parents.

The Assistant Head with responsibility for homework along with the SLT are responsible for:

- Overseeing the monitoring of homework and its marking by the Heads of Faculty who will provide quality assurance evidence. The setting and marking of homework across the School will be monitored regularly by checking student planners during tutor time, lesson observations, learning walks and work scrutinies.
- Discussing homework with students when focus groups are interviewed.
- Providing facilities and resources within the School to help students complete their homework.

Reviewed by the Curriculum Committee: May 2016

Next Review Date: November 2021

Staff Member Responsible: AHT

Addendum

COVID-19

The expectations for the appropriateness, quality and frequency of homework has not changed in light of COVID-19.

However, with an aim to reduce the risk of infection, all homework will be posted digitally via Teams. Students are encouraged to view, complete and submit homework via Teams. Feedback will be provided via Teams and/or during the lesson. Staff to keep a record of submissions and Effort Grades following the usual procedures for those who do not complete the work.

Homework continues to be differentiated and valuable at our school. As we are unable to provide a homework club for all students at the moment, the need for differentiation is even more significant. All students should have access to and be expected to complete homework to a high standard.