



Homework Policy

Status	Non Statutory	Date created	January 2017
Any other statutory names for this policy (where applicable)		Date first approved	
Responsibility for this policy (job title)	Deputy Headteacher	Date last reviewed	April 2018
Governors' Committee with responsibility for its review	Teaching & Learning	Frequency of review	Every three years
Tick here if Bucks Policy attached in its entirety		To be put on the school website?	Yes
Approval necessary	Sub Committee		

Rationale

Homework is work that is set to be done outside the timetabled curriculum to support learning. It contains an element of independent study in that it is not usually directly supervised by a teacher. Not all homework is necessarily done at home; for some students 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 desirable to carry out the task at school.

Homework is an integral part of the curriculum, as on the whole, it enhances student learning and develops students' study skills. It requires careful planning on the part of the teacher, to ensure that it is meaningful to the student and manageable with regards to both the students completing the set tasks and to the teachers responding to the completed work.

Aims

Homework enables students to:

- Revise/consolidate/practise or expand upon work covered in class
- 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 to the teacher to evaluate learning
- Enhance their study skills e.g. planning, time management and self-discipline
- Take ownership and responsibility for learning

Expectations

To view the current homework timetables, please visit the website, click on the student tab and select the appropriate year group page. Additional homework should not be set for the holiday periods, although public examination classes may use this time for revision purposes or independent study.

Incentives

High quality homework and a good work ethos should be sensitively praised in class. Merits or Student Academy Awards for achievement and (sustained) effort are to be awarded on SIMS and on occasions, homework may be included in display work.

Support

Homework Club runs in the Library after school Monday to Thursday, for an hour, to provide students with a space to work independently. Students have access to additional computers and the internet in this space. In addition, subject specialist support clinics which are run either by teachers or Subject Ambassadors, usually at lunchtime, can be attended by students on a voluntary basis.

Sanctions

Students are rarely asked to complete a task for the next day and so the expectation is for a student to seek support ahead of the homework deadline if they do not understand the task or require support with it. This support could be from a teacher, parent, peer or Student Ambassador/Mentor; Ambassadors/Mentors run lunchtime clinics or may be directed to work with a student during the school day. When homework is not completed, the following sanctions should be used:

- The class teacher discusses the absence of homework with the student and places a homework mark on SIMS in accordance with the Staff Handbook. They may refer students to their Subject Team Leader if they continue to hand in work late or fail to hand in work.
- The Subject Team Leader may offer or insist on an intervention to support the student. If this is the case, the information needs to be recorded on the intervention spreadsheet. They may contact parents/carers if the matter is ongoing.
- The Form Tutor monitors student planners and behaviour mark reports on a weekly basis to identify students with homework problems across more than one curriculum area. They may refer a student to the appropriate Head of Year – see Staff Handbook.
- The Head of Year discusses identified homework matters with the referred student and applies sanctions or support as appropriate.

Responsibilities

The role of the student is to:

- Record instructions for the task and deadline date and check notifications made via Google Classroom
- Inform the class teacher of any difficulties before the deadline
- Ensure that homework is completed independently (unless instructed otherwise) and handed in on time
- Speak to the teacher about missed homework (and class work) if they have been absent from school
- Attempt all of the set work and to give their best within the homework time allocated for their year group
- View homework as further learning and not as a task that simply needs to be completed
- Find out what homework they have missed due to absence or other, from a student in their class

The role of the form tutor is to:

- Discuss homework in *active tutoring* as appropriate
- Monitor that homework is being set and recorded
- Respond to the provided homework report from SIMS

- Refer students with any persistent concerns to the Head of Year

The class teacher controls the direction of homework and the nature of tasks undertaken following the guidance provided by the department schemes of work. The role of the class teacher is to:

- Set homework according to the homework timetable
- Give full and comprehensive instructions, even for work located on Google Classroom
- Set a deadline for the homework in line with the homework timetable
- Respond to homework in accordance with the Marking and Feedback policy.
- Provide help and support as appropriate
- Inform the Subject Team Leader or Head of Year, as appropriate, when persistent problems arise
- Follow the procedures in the Staff Handbook regarding allocating homework marks on SIMS