

# Exmouth Community College



## HOMEWORK POLICY

<b>Policy Details</b>	<b>Date</b>
Policy Written	Graham Allen
Policy ratified by	Curriculum Committee
Policy agreed by governors	03.06.19
Review Cycle	Annual
Policy Review date	Summer 1 2020

The College believes that Homework is an important factor in the educational development of its students.

Homework contributes to the curriculum by:

- reinforcing what has been taught in lessons
- helping students develop perseverance
- linking prior and current learning
- preparing students for future work
- encouraging students to modify and redraft work
- encouraging students to take pride in their learning
- teaching students to use resources independently
- helping students develop time management skills (e.g by meeting deadlines)

Homework contributes to outstanding teaching when:

- tasks set are regular and appropriate
- tasks set consolidate learning
- it demonstrates high expectations
- it promotes high levels of resilience
- constructive feedback is given and acted upon
- it promotes basic cross curricular skills such as literacy

## **Content**

All students should be set homework tasks once a week per subject. This should be differentiated within departments to reflect students' needs and ability. Homework tasks should be entered onto the Class Charts programme for students, parents and carers to refer to.

Tasks will include learning, reading, web-based activities (e.g My Maths), written tasks, research and preparing presentations. All research tasks should be clearly defined with guidance for the student. The library is able to offer support in planning or delivering these tasks.

Suggested Homework tasks should feature in Departmental Schemes of Work and marking will follow the agreed guidelines (see Marking Principles)

The following guidelines are given in the Parent Guide:

Year 7	approximately 30 minutes per subject
Year 8	approximately 40 minutes per subject
Year 9	between 45 and 60 minutes per subject
Years 10 / 11	approximately 60 minutes per subject
Post 16	minimum of 60 minutes per lesson taught.

## **Recording**

Homework should be recorded in the Homework Diary with details of the date set, the date due and a description of the task. Students should be made aware that the homework is available on Class Charts.

All homework should be entered on Class Charts as a record of what Homework has been set. Teachers should record outcomes for students.

## **Homework Support**

College facilities are available to help students with Homework

Homework Support for Key Stage 3 students is every day (except Friday) between 3:00pm and 4:00pm in the Green Close Library.

The ICT centre on Gipsy Lane is open every day (except Friday) from 3:00pm to 4:00pm.

## **Non completion of Homework**

Teachers record non-completion of homework on Class Charts. This carries one negative point and parents are able to see this reflected in the student's record. Students who persistently fail to complete homework are identified and monitored by Departments, Heads of Year, the Raising Achievement Team and, if necessary, the Senior Leadership Team.

## **Summary of Responsibilities**

**Ensuring that Homework is effective is the shared responsibility of students, staff and parents.**

### **The student should:**

- record Homework in the Homework Diary.
- complete Homework to the best of his/her ability.
- submit Homework on time.
- bring a note from the parent/carer if there is a valid reason why Homework has not been completed.
- check Class Charts regularly

### **The Subject Teacher should:**

- set differentiated, relevant and purposeful Homework tasks.
- record homework tasks using the Class Charts programme.
- ensure sufficient time is allocated in the lesson for students to record Homework in the Homework diary.
- mark Homework regularly in line with 'Marking Principles'.
- correct grammar, accuracy and spelling at a level appropriate to the needs and ability of the student. Students should be asked to make appropriate corrections.
- follow procedures for the non-completion of Homework and log appropriately.

### **The Tutor should:**

- monitor the use of the Homework Diary.
- support students with advice on study skills.
- discuss any indications of problems with Homework.
- sign the Homework Diary weekly.

### **The Head of Department should:**

- ensure the implementation of this policy, monitor the provision and quality of Homework and oversee the 'No Homework' system in their subject.

### **The Head of Year should:**

- use the data available to monitor non-completion of Homework across the Year group and address issues through tutorial and assembly time, involving parents where necessary.

### **SLT should:**

- ensure the implementation of this policy and monitor the provision and quality of Homework in their link Departments/Year teams
- use the data available to monitor non-completion of Homework across their Departments/ Year groups and support instances of No Homework.

### **The Parent/Carer should:**

- oversee their child's study to ensure Homework is completed on time and to a good standard.
- check and sign the homework diary weekly.

- check Class Charts regularly
- help their child balance Homework and social commitments.
- provide a note of explanation if their child is unable to do the homework.
- contact the appropriate member of staff if they have concerns over their child's Homework.

This policy should be read in conjunction with the Equality Policy. No one will unlawfully be disadvantaged on the grounds of age, race or ethnicity, disability, gender and marital status, gender identity, sexual orientation, religion or belief under the operation of this policy.

This policy is also compliant with General Data Protection Regulation.