

## **Homework Policy and Procedures**

At

**Pent Valley**

2015/2016

### **Aims of the Policy**

Homework is a tool which can be used to develop vital study skills. Above all others, the ability to work independently and the development of resilience are critical skills for progress in learning. Homework enables pupils to:-

- Consolidate and extend work covered in class or to prepare for new learning
- Take ownership of and responsibility for their own learning by developing/deepening study skills such as planning and time management
- Understand that independent learning is a vital ingredient in academic progress and achievement

Homework should:-

- Be varied and manageable
- Be challenging but appropriate
- Promote self-confidence and self-reliance
- Provide indication of understanding
- Involve parents in the learning process
- Allow pupils to think independently and to be creative outside the classroom environment

### **Procedures for Homework**

#### **Types of Homework**

Homework can take many forms depending on the specific needs and age of the pupils. Tasks and activities may include:-

- Practice of a skill learned in lesson time
- Redrafting and/or the improvement of work
- Researching specific materials/topics in preparation for future lessons
- Learning of newly taught materials or vocabulary
- Revision for an assessment
- A specific assignment or self-contained project or investigation over a period of weeks
- A specific task / worksheet to be handed in / used the next lesson
- Collection and collation of materials or resources
- A choice of activities or tasks from a 'menu' given by the teacher

#### **Frequency of Homework**

Homework will be set according to the attached Homework Timetable. *Typically*, students in years 7 to 9 would expect to spend approximately 30 minutes per subject and older students from 45 minutes to an hour. Where a project or assignment is set for a period of days or weeks, rather than an activity due in the next day or next lesson, it is of course the responsibility of the pupil to make sure the appropriate amount of time is spent in its completion and deadlines are met. Details of due dates will be given by staff at the time the homework is set.

## **Responsibilities of staff**

- It is the responsibility of teaching staff to set homework in line with this policy and the Homework Timetable. Requirements must be made clear to pupils and due dates noted. Expectations are for homework to be marked and for pupils to receive appropriate feedback and reward for its completion
- The ethos of this policy is to *positively reinforce successful homework activity & effort* in celebration and quietly sanction (as below) where completion is not forthcoming
- Subject teachers should, when an opportunity of extension has been ignored three times, inform their Subject Leader who will action a letter home to parents
- The *emphasis must be on positive reinforcement* but it must come as no surprise to any parent, that their child has not completed homework come a reporting period

## **Responsibilities of Pupils**

All pupils are expected to:-

- Complete the designated homework tasks as required and by the deadlines set
- Make sure that he/she understands the instructions
- Record instructions as appropriate in the Planner accurately and seek advice as needed
- Where it is difficult to study at home, pupils should make use of the library facilities at school and / or seek advice / support from their Learning Leader.
- Recognise the importance to their academic progress of being able to work independently, to deadlines and the importance of persevering with tasks / activities which challenge them
- Make any improvements suggested by teachers after marking has been done in green pen

## **Role of Parents**

A pupil's success at school is very much dependent on the partnership working between home and school. We therefore encourage parents to:

- Speak with their child regularly about homework and discuss the importance of doing homework
- Check and sign Planners each week
- Reward hard work and effort
- Provide a suitable environment in which homework can be done
- Contact their child's Learning Leader if their child is having difficulties with homework or there are extenuating circumstances which prevent the return of homework to deadlines
- If their child is absent, ensure that they catch up with missed work
- Respond to any communication on the non-completion of homework and discuss with their child