

**THE THOMAS AVELING SCHOOL**  
**POLICY**

for

**HOMEWORK**

Revised September 2002 - TSC  
Reviewed June 2005 – KGU  
Reviewed May 2007 – SQU  
Under review January 2012 – AMI  
Reviewed May 2015 - MBA

# **The Thomas Aveling School Homework Policy**

## *Introduction*

Homework is an important part of learning, helping to embed and extend knowledge and understanding and promote independent study skills. Homework is set on a regular basis across the school. Surveys show that those that complete regular homework achieve more highly and so we want to encourage our students to complete relevant, meaningful homework and get into good habits of independent learning and research and meeting key deadlines.

## *Aims*

- To encourage students to develop the skills, confidence, self-discipline, independence and motivation needed to study effectively on their own. This is vital given the importance for students in the future of life long learning and adaptability.
- To consolidate and reinforce skills and understanding developed at school, including time management.
- To extend school learning, for example through additional reading and research.
- To sustain the involvement of parents and carers in the management of students' learning and to keep them informed about the work students are doing.
- To challenge and raise student performance.
- To manage particular demands, such as course work for public examinations.

## *Amount of Homework*

When setting homework, the quality of the activity is far more important than the precise amount of time. The following times provide a guide only:

### **KS3**

Years 7 and 8 should receive 20 – 45 minutes per subject per fortnight.

### **KS4**

Year 9 should receive 30 – 60 minutes per subject per fortnight.

Years 10 and 11 should receive 30 – 70 minutes per subject per fortnight. This can include research work and revision for assessments, and preparation for controlled assessments.

## **KS5**

Years 12 – 13 should receive four hours per day dependent on individual programmes (to include study periods).

### ***Type of Homework***

Homework should not regularly be used simply for “finishing off” work carried out in class. It should be used to extend & embed deeper learning and independent study. Homework should have clear objectives linked to Programmes of Study – this helps make tasks both relevant and manageable. Tasks need to be manageable for both students and teachers and should reflect students’ abilities including any Special Educational Needs. Where appropriate homework should be differentiated by task and method of completion. The Learning Support Department will liaise with subject teachers to ensure tasks are manageable.

Suitable tasks could include investigations, self-evaluation, retrieval, planning, analysis, interviews, simple experiments, essay writing, research, public library visit, drafting, report writing, reading, designing, revision, making a model, summarising, drawing, word processing, desktop publishing, projects, Doodle, mymaths and other appropriate interactive websites and VLEs, practising and reinforcing classroom activities. Wider reading and preparation for class presentations and/or seminars should also be used especially with KS5 students. Homework should also be used to develop the principles of Accelerated Learning and Critical Thinking.

### ***Planning, co-ordination and recording***

Homework will be set according to curriculum booklets published during the first week of the new academic year.

All homework set must be recorded by staff on the school management information system SIMs. This must be input either in advance or on the day set. Parents can use SIMs Learning Gateway to review and help their sons/daughters plan homeworks set that week.

Students should not be excused homework due to responsibilities outside school (child care, jobs etc) but should be supported with strategies to help manage these commitments.

Students should record every homework set in their student planners, indicating subject, teacher, task and date due. If homework is not being set, students should notify their DoL via their tutor.

Teachers will keep a record of the homework set for each class and the mark awarded (as appropriate) in their planners or in SIMs. When setting homework, teachers will ensure

that all students record in their planners, the subject, task and due date. Sufficient time will need to be planned into lessons for this purpose.

Subject leaders will ensure that the homework policy is being consistently applied by all teachers including where supply or cover teachers are employed. Subject leaders will keep a record of homework set within their department and regularly review this, and discuss and share it with their Link AHT and include it in their QA document.

### ***Rewards and Sanctions***

Students who produce homework of a consistently good standard, and/or show improvement in the completion of their work to set deadlines, should be regularly rewarded using the school's reward system. Failure to complete homework should always be addressed using strategies identified within the school's disciplinary procedures. **The emphasis should be on the completion of the homework.** Students who fail to complete homework on time are usually logged on the SIMs system, and follow-up action is taken by teachers and form tutors or Directors of Learning. No homework logs are tracked by form tutors and DoLs to check and intervene if a student is falling behind with their homework or missing key deadlines. The 'Get It Done' club offers further homework support with a space and resources to complete homework effectively.

### ***Feedback***

Following the School's policy on assessment for learning (progress marking) students should be given prompt and appropriate feedback on the quality of their work. The school's marking policy should be used to ensure consistency across subject areas. Self-marking, peer marking and group marking should be considered as methods of providing quick and effective feedback.

### ***Support***

*Parents and Carers* should support the school's homework policy by:

- Providing a reasonably peaceful and suitable place in which students can do their homework, or help students to attend other places where homework can be done, such as homework clubs or study support centres.
- Making it clear to students that they value homework and support the school in explaining how it can help them make progress.
- Encouraging students and praising them when they have completed homework.
- Expecting deadlines to be met and checking that they are by reading, discussing and signing planners.

*The School* will support the completion of homework as follows:

- Teachers will ensure homework is correctly entered into student planners
- Tutors will check and sign planners each week, in order to support students' systematic use of planners
- The use of tutorials for study skills, target setting, mentoring schemes and independent learning.
- The provision of supervised study support outside normal school hours, such as homework clubs, subject clinics and library access.
- Making available resources including computer hardware and software, internet facilities, reference material, work areas and staff.

### ***Quality Assurance***

The quality and quantity of homework will be checked using the following:

- Weekly homework planner check by the tutor
- Termly Tutor group QA by DoL
- Weekly subject teacher QA by Subject Leader
- Monthly subject by subject check and QA by the AHT
- Termly random sampling of student books by Subject Leader
- Termly QA on the rewards/sanctions used by each teacher by the Subject Leader

The SL should investigate any parental concerns. Any necessary action will be agreed between the SL and teacher, with a response to parents within five working days. SL should liaise with Link Leadership Team member if a formal complaint is made.

Policy approved by governors:

Last reviewed: May 2007

January 2012

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