



JOSEPH LECKIE ACADEMY

WHOLE SCHOOL HOMEWORK POLICY

This policy is reviewed annually

Approved by Governors: 23/03/2017

Review date for Document: 31/03/2018

The Purpose of Homework

The Academy believes that homework is a vital part of all students' learning and is essential for all students. It is not optional and is set to:

- Encourage students to take responsibility for organising their own work.
- Support development of skills required for independent learning and encourage good study habits.
- Consolidate, reinforce and extend the skills, knowledge and understanding developed in the classroom.
- Enable students to meet the demands of GCSE/GCE coursework and prepare them for Academy and public examinations

The Setting and Marking of Homework

- The Academy Homework Timetable for each year group is set and published at the start of each academic year.
- Homework should be planned as an integral part of the lesson.
- Homework should have a clear purpose and will usually be set in accordance with the homework timetable. However, there may be occasions where homework is set outside the published time in order to enhance learning. Teachers will make every effort to follow the published timetable, but if none is set this should be recorded in the student organiser.
- Homework must be written down accurately in the student's organiser, with clear deadlines for completion, by all students. It is advisable to write homework on the board or provide homework slips which can be glued into the organiser, especially for lower ability students. Time should be allowed in the lesson for this to be done.
- Homework will be marked by the subject teacher in accordance with Academy Marking Policies.
- If a teacher is absent and no homework is set this should be written in the student's organiser.

Homework Tasks

Faculty/Departments should plan homework to ensure that tasks are varied, applicable to schemes of work and students will be able to access resources required for completion.

Possible tasks might be:

- Research, reading, designing, essay writing.
- Drawing, word processing, report writing.
- Projects or extended assignments which may be completed over several weeks.
- Preparation for a presentation, an activity or an exam.
- Learning key words/spellings.
- Questions that consolidate and embed classroom learning.

Teachers should avoid setting the completion of tasks which should have been completed in the lesson. Students should always indicate in their exercise books which tasks are homework by writing the word homework in the margin and dating the work.

Recommended Homework Times

The time required for homework completion will vary according to the nature of the task and the student's approach. However the following DfE guidance should be considered when setting the task:

- Y7 and Y8 spend 45-90 minutes a day on homework.
- Y9 spend 1-2 hours a day on homework..
- Y10 and Y11 spend 1.5 to 2.5 hours a day on homework.
- Y12 should spend a minimum of 3 hours per week on each of their chosen AS subjects

- Y13 should spend a minimum of 4 hours per week on each of their chosen A2 subjects

Study Support

A) The role of Parents/Guardians

Most students will complete homework at home. Parents are therefore in a position to offer vital support and encouragement in this area. Parents can provide support and encouragement by:

- Providing a suitable quiet space in which their son/daughter can work.
- Talking with their son/daughter about their homework and discussing the importance of completing it to the best of their ability.
- Supporting with homework by testing knowledge and understanding of the task / work set.
- Check recall / memory for example in vocabulary tests in French or definitions of words etc
- Checking deadlines and helping their son/daughter to manage their time to meet these.
- Giving praise for successful completion of homework.
- Checking the homework set in their son/daughter's organiser and signing this weekly.
- Make contact with the Academy through the form tutor, Head of Year or Head of faculty/department if there is a concern over the nature of the homework or the amount set.

B) Homework Club

- The Library is open at lunchtimes and at the end of the Academy day to support students in the completion of Homework tasks.

Procedures when students fail to complete homework

- Homework must be completed on time. Failure to meet a deadline without a very good reason will result in a detention with their teacher.
- Teachers should contact parents where a student fails to attend such a detention and notify the Head of faculty/department who will support the teacher with a further subject detention.
- If a student persistently fails to complete homework and no improvement is seen after this, then students will be referred to the Heads of Year and may be placed on report.

Monitoring and Evaluation

- Form Tutors are responsible for monitoring the effective use of the student organiser and that homework is set regularly. They should contact the relevant faculty/department if homework does not appear to have been set or recorded. This should be monitored on a weekly basis.
- The Head of Faculty/Department is responsible for ensuring that the faculty/departmental policy is in accordance with the Academy Policy and should contain suggestions regarding the type of tasks which may be appropriate and guidance on how this should be marked in line with Academy marking policies.
- The Head of Faculty/Department is responsible for monitoring the implementation and effectiveness of the faculty/department's policy, through work scrutiny and curriculum target setting meetings.
- The Senior Leadership Team will be responsible for monitoring the effectiveness of the Homework Policy across the Academy This will involve monitoring selected students through lesson monitoring visits, work scrutiny feedback and form visits.
- Students have the opportunity to provide feedback on the effectiveness of homework via their representation on the student council and through their form tutor.
- Parents are involved in monitoring and evaluating homework through their weekly checking and signing of the student organiser. They have the opportunity to make comments in the organiser, which form tutors will pass on to relevant staff. They are also welcome to contact senior members of staff by telephone or letter if they have a specific concern.

