



Saltburn Learning Campus

Huntcliff School Homework Policy

November 2014

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Huntcliff School Homework Policy

CONTENTS:

1. Introduction
2. Aims
3. Responsibilities
4. Homework Tasks
5. Students who fail to complete homework
6. Assessing homework
7. Students with SEND
8. Equal Opportunities

Appendix 1 – Additional guidance for implementing the Homework Policy

1 **INTRODUCTION**

Huntcliff School is a vibrant, enthusiastic, forward thinking and safe learning environment in which students are given every opportunity to complete a fulfilling secondary school education.

At Huntcliff School we believe that homework plays an important part in a young person's education.

We are also aware that young people have opportunities and experiences outside of school that are equally important in developing and enriching their lives. We will give careful consideration to making homework well-balanced across the school.

This Homework Policy was developed in consultation with staff members, parents, students and with the full agreement of the Governing Body.

2. **AIMS**

Huntcliff School's Homework Policy aims to:

- Develop a consistent approach to homework throughout the school.
- Make sure that teaching staff, parents and students are aware of their responsibilities with regard to homework.
- Ensure that parents have clarity on what their child is expected to do.
- Encourage students to develop the responsibility and self-discipline required for independent study.
- Support students' learning experiences via revision and reinforcement.
- Work with parents and involve them in their child's learning and to keep them informed about the work their child is covering.
- Use homework as a tool for raising standards of attainment.
- Improve the quality of the learning experiences by extending it beyond the classroom.
- Give students further practice and deeper understanding of skills, knowledge and concepts learned during the school day.
- Promote opportunities to develop and be supported with independent study skills needed for the completion of homework and life long learning.

3. **RESPONSIBILITIES**

Role of the Executive Headteacher and Governing Body

- Check compliance with the policy.
- Monitor the effectiveness of the policy.
- Review the policy as needed and at least bi annually and make appropriate updates as required.
- Discuss with staff how far the Policy is being implemented.
- Meet with parents as appropriate.
- Support parents with information about homework.
- Inform new parents about the Homework Policy.

Role of the Teacher

- KS4 Plan and set up a regular programme of homework for students usually once per week.
- KS3 Plan and set up a regular programme of homework for students usually once per fortnight.
- Provide an explanation of homework tasks and ensure all students understand what they have to do.

- Ensure all homework given is purposeful and links directly to the curriculum.
- Set homework that is appropriate to the student's ability.
- Monitor homework regularly and make sure students are completing it.
- Mark homework and ensure it is assessed and feedback is given to the students.
- Communicate with parents if there is a problem regarding homework.
- Be available for discussion with parents and students about homework.
- Set homework that is consistent across classes.
- Ensure homework takes equal opportunities into account and that the needs of students with disabilities are considered.
- Reward quality work and praise students who regularly complete homework.
- Use a range of marking and feedback strategies including self and peer assessment, teacher effort, level/grades and what would be better for improvement.

Role of Parents/Carers

- Support their child in completing homework and encourage
- Become involved in their child's homework and encourage their child to have a positive attitude towards it.
- Make sure that their child completes homework to a high standard and on time.
- Provide suitable conditions and resources for their child to complete homework.
- Praise their child and celebrate achievements with regard to their homework.
- Inform teachers of any issues that may arise and co-operate with the school to find a solution.
- Keep the school informed of any change in circumstances which may affect their child's learning and homework.
- Encourage their child to discuss homework with them, including feedback from teachers.

Role of Students

- Take responsibility for their own learning and submit completed work in a timely manner.
- Have a positive approach towards homework.
- Put the same effort into homework as would be expected of class work.
- Make sure they understand the tasks that have been set and seek clarification if required.
- Ensure that they have everything they need to complete homework and return to school all books/stationery needed to complete their homework.
- Take pride in the presentation and content of their homework and perform to a high personal standard.

4. HOMEWORK TASKS

- Teachers will explain the organisation of homework to parents at the parents' evening in September.
- The curriculum at a glance document given out at the start of the year will inform parents about the main topics and units of work being covered.
- All students will have homework planners in which they record their homework
- Homework will be marked regularly using a range of styles.
- Parents/carers are encouraged to discuss any problems with their child. If they have any queries, they should contact their child's class teacher. Feedback from parents about their child's homework is also welcomed by the school.
- At Huntcliff School KS3 students will usually be given bi weekly activities lasting between up to 30 minutes each and KS4 students will usually be given weekly activities lasting up to 60 minutes each.
- The amount of homework will increase as the student progresses through school. Teachers may occasionally set extra homework for the whole class if they feel it would be beneficial.

- If the student is absent from school the school will not normally supply homework. However the student should try to catch up on any missed class work where practical on their return. In some cases, there may be exceptions to this rule and the school has the right to decide whether this is acceptable or not.
- If the student is absent for a long period of time, e.g. with a broken arm, the teacher and the parent of the student will agree on what should be done and how much help should be given to the student.

5. STUDENTS WHO FAIL TO COMPLETE HOMEWORK

All students are expected to complete homework on time. Teachers will keep records of students completing homework which will be regularly checked. If students fail to complete homework, the following procedure will be followed:

KS3 – if a student misses two or more pieces of homework in one week then they will receive a letter requiring them to attend compulsory homework club the following week on a Tuesday and Wednesday evening from 3 to 4pm under the supervision of a member of staff. They would normally be expected to complete the missed work then. Failure to attend or work productively would lead to further sanctions being applied. If a student misses two or more pieces of work for a single subject the teacher may additionally place the student in a subject detention.

KS4 – if a student misses one piece of work the subject teacher may keep the student in detention for up to one hour. Should this be after school then twenty four hours notice will be given to the parents/carers.

6. ASSESSING HOMEWORK

Homework may be marked in a variety of ways according to the school's marking policy. The work will be ticked to show that it has been marked. Sometimes, the work is marked in detail and comments are given on how to make future progress. Occasionally, the work may be marked orally with the student or class. Teachers may not mark homework that is handed in late without good reason.

7. STUDENTS WITH SEND

- The school recognises that students with special educational needs and disabilities (SEND) may require that specific tasks be set in line with Individual Education Plans.
- While students with SEND may benefit from special tasks separate from the homework received from other students, it is important that they also do as much in common with other students.
- A balanced amount of the right type of homework will be set for students with SEND, in consultation with the parents and Mrs Biggs, our SEND Co-ordinator.

8. EQUAL OPPORTUNITIES

At Huntcliff School, governors and staff members are committed to providing the full range of opportunities for all students, regardless of gender, disability, ethnicity and social, cultural or religious background. All students have equal access and inclusive rights to the curriculum regardless of their gender, race, disability or ability.

This policy is reviewed annually, although it may be amended as necessary throughout the year.

Date approved by the Governing Body:

Date for Review:

Executive Headteacher :

APPENDIX 1 - ADDITIONAL GUIDANCE FOR IMPLEMENTING THE HOMEWORK POLICY

What is “homework”?

“Homework” is any work or activity which students are asked to do outside lesson time, either on their own or with parents or carers. It is an essential part of the learning process and we place a strong emphasis on this at Huntcliff. Staff are required to set and assess appropriate homework on a regular basis. In real terms this means departments could set either weekly or fortnightly homework, the important factor is for the department to communicate this to parents. All students across the age and ability range are expected to complete homework tasks. Parents/carers are encouraged to take an active role in the process.

Principles

We believe that homework plays an important part in students’ learning because:

- it encourages them to develop the skills, confidence and motivation to study effectively on their own; this is vital given the importance of lifelong learning and adaptability;
- it encourages good time management;
- it allows practice of skills learned in the classroom;
- it extends school learning permitting more rapid progress to be made in school;
- it makes use of outside interests and resources;
- it may involve parents/carers and other adults in their work, improving home-school and community-school links.

Guidelines to Staff

Monitoring of homework set will take place at regular intervals through the year.

Homework should be:

- of quality rather than quantity;
- integrated into the departmental scheme of work where possible;
- set regularly with reasonable deadlines;
- assessed, where appropriate, within a reasonable time scale and returned to students with relevant help and guidance: non-completion should be followed up;
- set for students with long-term absence or who are excluded.

Homework tasks should:

- be varied and purposeful and not regularly used simply for “finishing off” work begun in class;
- be differentiated, where necessary, so that they are achievable by all students;
- be written on the board at an appropriate time well in advance of the end of lessons to ensure that there is sufficient time for clear explanation and recording;
- positively encourage the support and involvement of parents/carers and others with whom students have contact outside school.

Please see additional good practice guide for suggested homework tasks and the suggestions for assessing the work completed.

Frequency

Staff should use the guidelines below regarding the recommended length of homework and clearly explain to students how long a piece of work ought to take. It is recognised that actual completion times will vary by student and by subject. Where extended pieces of work are set covering more than one homework students should be given guidance on pacing their work over the given period. Staff should check that interim deadlines are met to ensure that work is not left until the last minute.

Years 7 & 8

Two or three subjects per night 20 minutes each. Not to exceed 1 hour

Year 9

Two or three subjects per night. 30 minutes each. Not to exceed 1 ½ hours

Years 10 & 11

Each subject should set in the region of 60 minutes per week, as appropriate. Staff have increasing flexibility to negotiate handing in dates with their classes. GCSE coursework including preparation for controlled assessment should be integrated into the homework pattern as far as possible.

Parents should sign the piece of homework to ratify their child has worked for the allotted time even if the task is incomplete.

Monitoring

Within a half term, students should have their work assessed using a range of marking and feedback strategies (see school marking policy).

The subject teacher checks completion of homework in the first instance and non-completion is followed up. Form Tutors check that homework is being set regularly. The Subject Leader monitors the quality of homework set by staff and its assessment. This should be done, once per term through quality assurance routines.

Homework not handed in on time is classed as not being done. Teachers may still require the homework to be submitted for assessment.

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