

# Federation of Aylestone, Broadlands and Withington Homework Policy 2017

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## Rationale

"Homework is not an optional extra, but an essential part of a good education." - 1999 White Paper, *Excellence in Schools*

Homework is work that is set to be done outside the timetabled curriculum. It contains an element of independent study in that it is not usually directly supervised by a teacher. It is important in raising student achievement.

Not all homework is done at home; in fact, for some pupils who find it hard to work at home, or for some tasks which may require resources (books, software, equipment) more readily available at school, it is necessary or desirable to carry out the task at school.

Homework enhances pupil learning, improves achievement and develops pupils' study skills and as such is an integral part of the curriculum. It requires careful planning and integration into the scheme of work of each curriculum area.

## Aims

Homework enables pupils to:

- Consolidate and extend work covered in class or prepare for new learning activities.
- Access resources not available in the classroom.
- Develop research skills.
- Have an opportunity for independent work.
- Show progress and understanding.
- Provide feedback in the evaluation of teaching.
- To enhance their study skills e.g. planning, time management and self-discipline.
- To take ownership and responsibility for learning.
- Engage parental co-operation and support.
- Create channels for home school dialogue.

## Aylestone Faculty Homework Policy Statement

- All faculties have a homework policy statement, detailing:
  - When homework will be set
  - How much homework should be set.
  - Types of homework used.
  - Place of homework in the scheme of work.
  - Sanctions for unsatisfactory work.
  - How and by whom homework will be monitored.
  - Faculty Development Plans may include homework as an area for action.

See Homework Policy Appendix 1 for Faculty Homework Policy Statements

## Expectations: How much and by whom?

Key Stage 3	Minimum Time allocated per week		
	Year 7	Year 8	Year 9
Subject			
English	30 min + 30 min reading	30 min	45 min

Maths	30 min	30 min	45 min
Science	30 min	30 min	45 min
Humanities	30 min	30 min	45 min
Communications	30 min	30 min	45 min
Food, Resistant Materials, Art & Music	2 subjects 2x 30 min	2 subjects 2x 30 min	2 subjects 2x 30 min
PE	3 x 20 min of exercise causing increase in heart rate		

Key Stage 4 Subject	Minimum Time allocated per week	
	Year 10	Year 11
English	60 min	60 min
Maths	60 min	60 min
Science	60 min	60 min
ICT	30 min	30 min
PE	3 x 20 min of exercise causing increase in heart rate	
Option Subjects	60 min per week, per subject as appropriate	

## National average

Year 7 & 8 = 45 - 90 minutes a day

Year 9 = 60 - 120 minutes a day

Year 10 & 11 = 90 - 150 minutes a day

## When will homework be set?

This is decided by each Faculty area in collaboration with the Senior Leadership Team. On completion of the school timetable, Faculties submit their requirements to their Link SLT. The Senior Leader in charge of homework then prepares and issues the school homework timetables to staff to share with pupils in their planner.

## Homework tasks

Homework can be:

- Independent learning
- Consolidation of work in class/Revising
- Practice - learning by doing
- Completion of course work assignments
- Research
- Reading
- Interviews
- Drawing
- Using ICT
- Recording

## Rewards

High quality homework and a good work ethos should be sensitively praised in class.

Where appropriate, homework should be included in display work. Merits and rewards for achievement and sustained effort may be awarded for good homework. For exceptional pieces of homework, a faculty letter or postcard may be sent home.

## Consequences

When homework is not completed, teachers should initially support the pupil and ensure the tasks set meet the pupil's needs. If this is so, then consequences should be used. Teachers receive support from their Head of Faculty. The sanctions are as follows:

1. Class teacher - discussion and negotiation with pupil, C1 imposition, informing parents via diary or C1 slip.
2. Head of Faculty - discussion and negotiation with referred pupil, C2 imposition, informing parents by diary or C2 slip and letter to parents if necessary.
3. Tutors - through fortnightly monitoring of diaries, identifying pupils with homework problems across several curriculum areas and refers to Achievement Coordinator. Achievement Coordinator discusses and negotiates with pupil, (and parents) applies sanction or support where appropriate.
4. Achievement Coordinator refers pupil to Student Services Team or Link SLT in the case of a persistent offender.

## Primary Schools across the federation

Homework is anything that children do outside the normal school day that contributes to their learning in response to guidance from the school. Homework encompasses a whole variety of activities instigated by teachers and parents/carers to support children's learning.

Homework plays a positive role in raising a child's level of attainment. However, we also acknowledge the important role of play and free time in a child's growth and development. While homework is important, it should not prevent children from taking part in the wide range of out-of-school clubs and organisations that also play an important part in the lives of many children.

We encourage children to read by giving them books to take home to read with their parents/carers every day. We give guidance information to parents/carers to help them achieve the maximum benefit from this time spent reading with their child. Home reading diaries provide a record of children's reading experiences, attainment and general attitude towards reading. Parents/carers are asked to sign these after hearing children read, and are encouraged to make comments.

We set a variety of homework activities based on the key stage the children are in.

### Early Years & Key Stage 1

In Key Stage 1, children are asked to learn spellings as part of their weekly homework. Children also receive a weekly activity linked to their learning in school this may be either Literacy or Numeracy based. Prior to a new topic we may ask a child to study it further at home with their parents. For example, in the history topic on toys, we may ask children to find out what toys were popular when their grandparents were young and, if possible, to bring examples into school to show the other children. When we ask children to study a topic or to research a particular subject, we encourage them to use the school, the local library and the Internet.

### Key Stage 2

In Key stage 2 we continue to give children the sort of homework activities outlined above but we also expect them to do more tasks independently. We set English and Maths homework routinely each week and we expect the children to consolidate and reinforce learning done in school through practice at home. We also set homework as a means of helping the children to revise for end of Key Stage tests as well as to ensure that prior learning has been understood.

### Rewards

Homework completed on time and to the quality accepted will be rewarded in the form of stickers and housepoints. Where appropriate, homework should be included in display work.

### Consequences

Homework should be returned by the date agreed and marked by the class teacher, if homework is not completed, teachers should initially support the pupil and ensure the tasks set meet the pupil's needs. If this is so, then consequences should be used.

Pupils may miss a break-time if they do not complete and return homework promptly.

If individual pupils persistently fail to return homework, the child's class teacher will discuss with Head of Learning and the necessary actions which will be taken.

## **Pupils with Special Educational Needs**

We set homework for all children as a normal part of school life. We try to ensure that all tasks are appropriate to the ability of the child. If a child has special educational needs, we endeavour to adapt any tasks so that children can contribute in a positive way.

## **Aylestone Responsibilities**

The role of the pupil:

- To have school diary available in all classroom based lessons as routine
- To listen to homework instructions in class.
- To copy down instructions for the task and deadline date into the diary or ensure that they check homework via 'Show My Homework'.
- To ensure that homework is completed and handed in to meet the deadline.
- To attempt all work and give of their best.
- To inform the class teacher of any difficulties.

The role of the Form Tutor

- To include homework in pupil mentoring where appropriate.
- To see that homework is being set and recorded.
- To check that the planner is being signed by the parent/guardian.
- To note and respond to any comments written in planner by parents.

The role of the Class Teacher

The class teacher controls the direction of homework and the nature of tasks undertaken. The teacher will:

- Set homework according to the timetable.
- Provide the stimulus.
- Give full and comprehensive instructions.
- Set deadlines for completed work and ensure that they are met.
- Mark and return all homework promptly.
- Provide help and support.
- Inform the parent, Head of Faculty, Tutor and Achievement Coordinator, as appropriate, when problems arise.

The role of the Head of Faculty

- To seek to enhance the quality of homework set.
- Monitor and evaluate setting and completion of homework across the faculty to ensure consistency and compliance with the school policy

The role of the Achievement Coordinator

- To work with Form Tutors to support students when identified with homework issues across a number of faculties
- To monitor the setting of homework across faculties for their year group
- To monitor the use of the planner in Form Tutor/parent communications

- Use regular link meetings to discuss with link SLT homework, use of planners and any need for student services support.

#### The role of the Senior Leader in charge of homework

- To provide staff, pupils and parents with the necessary homework documentation.
- To develop classroom practice to enhance homework across the school.
- To review annually the school homework policy.
- To monitor and evaluate the school homework policy.
- To provide pupils an opportunity to complete homework after school in school.

#### The role of the Parents

The role of the parent is crucial if a child is to gain success from homework. To reinforce its value through positive feedback will give students the confidence to persevere, work hard and reach high standards of achievement. Parents can assist by:

1. Providing a table, chair and a quiet place to work.
2. Negotiating with the student when homework is to be done as a student's free time is important too.
3. Checking the time spent on individual tasks.
4. Ensuring that outside clubs do not hamper a child's quality of work and put a child under undue pressure.
5. Checking presentation and content of all homework being returned to school.
6. Signing the homework planner each week.
7. Providing the school with information about any problems through the student planner or by contacting the school directly.

## Broadlands and Withington Responsibilities

### The role of the child

- a) To ensure they have everything they need to complete homework each week.
- b) To make sure they understand the tasks that have been set.
- c) To put in the same level of effort as would be expected of class work.
- d) To hand the homework in on time.
- e) To take on board any feedback about homework.

### The role of the teacher

- a) To plan and set a programme of homework that is appropriate to the needs of the child.
- b) To ensure all children understand the homework they have been given.
- c) To mark and give feedback about homework.
- d) To be available to talk to parents/carers and children about homework.
- e) To inform parents if there is a problem regarding homework.

### The role of the school

- a) To provide parents with a clear policy regarding homework.
- b) To ensure this policy is fully and consistently followed.
- c) To provide support for parents with information about homework.
- d) To provide support for children with homework if they do not understand the task or are finding it difficult.

### The role of parents/carers

a) Parents/carers have a vital role to play in their child's education, and homework is an important part of this process. The support of parents and carers is essential with regards to homework – they can assist school in monitoring whether homework is done (and that it is done to a reasonable standard) and by offering praise and encouragement.

We ask parents/carers to encourage their child to complete homework tasks that are set. We invite them to help their children as they feel necessary and provide them with the sort of environment that allows children to do their best. Parents/carers can support their child by providing a good working space at home, by enabling their child to visit the library regularly, and by discussing the work that their child is doing.

## **Monitoring and Review**

It is the responsibility of our governing bodies to agree and then monitor the school homework policy. Our governing body may, at any time, request from our Head of Learning /Executive Headteacher a report on the way homework is organised in our school.



## **Faculty Homework Policy Statements**

### **English Homework policy**

**When homework will be set** - Homework will be set according to the Homework Timetable in order to consolidate SOW learning.

**How much homework should be set?** – At KS3 home works should normally be set to take approximately 30 mins and at KS4 45-60 mins. In addition students should read independently for 30 mins at least 3 times a week.

**Types of homework used.** – At both KS3 and KS4 homework would normally include extension of class tasks including independent analysis, research and writing.

**Place of homework in the scheme of work.** – Work is set to reflect the content of the SOW and will be set at the discretion of the class teacher and to suit the ability of the group.

**Sanctions for unsatisfactory work.** - Same as homework not completed:

1. Incident log and requirement for work to be handed in next morning
2. C1 if work is still unsatisfactory and requirement for work to be handed in the next day.
3. C2 – HoF detention.

**How and by whom homework will be monitored** – By subject teacher in the first instance. C system to be monitored by HoF for lack of or unsatisfactory homework. Homework setting will be monitored by HoF in planning, books and planner scrutinies and Blincs /lesson obs.

### **Mathematics Homework policy**

**When homework will be set** - Homework will be set weekly, in order to consolidate SOW learning. Generally (although not always) pupils are given a week to complete homework tasks to allow for support to be sought if needed)

**How much homework should be set?** – At KS3 home works should normally be set to take approximately 30 mins and at KS4 45-60 mins.

**Types of homework used.** – KS3 homeworks include practise or extension of class tasks as necessary, research into a particular aspect of mathematics, mymaths tasks and problem-solving write-ups. At KS4 homework takes the form of consolidation and extension exercises in y10, past exam questions in y11 and self-directed 'I need to practise' work (both year groups).

**Place of homework in the scheme of work.** – Homeworks are set in accordance with the above frequency on tasks selected by the class teacher to ensure that it is most appropriate for that particular teaching group.

**Sanctions for unsatisfactory work.** - Same for homework not completed or for poorly attempted homework:

1. Incident log and requirement for work to be handed in next morning
2. C1 if work does not arrive or is still unsatisfactory – served at lunchtime where the homework is then required to be completed
3. C2 – HoF detention for those pupils who 'forget' to come for their c1 or who frequently 'forget' homework. Class teacher contact with home for pupils who persistently do not hand in homework...

**How and by whom homework will be monitored** – By subject teacher in the first instance. C system to be monitored by HoF for lack of or unsatisfactory homework. Homework setting will be monitored by HoF in planning, books and planner scrutinies and Blincs /lesson obs.

### **Science Homework policy**

**When homework will be set** - Homework will be set according to the Homework Timetable in order to consolidate SOW learning.

**How much homework should be set?** – At KS3 home works should normally be set to take approximately 30 mins and at KS4 45-60 mins.

**Types of homework used.** – At KS3 homework would normally include extension of class tasks (graphs/conclusions/methods etc.), completion of a worksheet, model making or a research type activity. At KS4 tasks could include Active Learn tasks, revision, consolidation, completion of work from class, research etc.

**Place of homework in the scheme of work.** – Each lesson in the schemes of work includes a suggested homework activity but it is left to the discretion of the individual teacher to set an appropriate homework according to what has been done in class and what the teacher wants to develop.

**Sanctions for unsatisfactory work.** - Same as homework not completed:

1. Incident log and requirement for work to be handed in next morning
2. C1 if work is still unsatisfactory and requirement for work to be handed in the next day.
3. C2 – HoF detention.

**How and by whom homework will be monitored** – By subject teacher in the first instance. C system to be monitored by HoF for lack of or unsatisfactory homework. Homework setting will be monitored by HoF in planning, books and planner scrutinies and Blincs /lesson obs.

## Communications Homework policy

**When homework will be set and how much homework should be set?** – KS3 (MFL & CS): 20min each week set by the teacher to consolidate SoW learning. Only exception Yr 9 ICT - Homework will be set at the beginning of every half term (extended half termly/termly projects). KS4 Options: Average on 1 hour per week to consolidate SoW learning. KS4 Core ICT: 30min per week to consolidate SoW learning

**Types of homework used.** – KS3 and KS4 a variety of homeworks based on work in class and vocabulary learning for MFL. KS3 Yr9 ICT - Half termly homeworks are extended projects.

**Place of homework in the scheme of work.** – Written directly in and linked to the SOW

**Sanctions for unsatisfactory work.** - Same as homework not completed:

1. Incident log and requirement for work to be handed in next morning
2. C1 if work is still unsatisfactory and requirement for work to be handed in the next day. Phone call to parents from class teacher.
3. C2 – HoF detention and phone call to parents.

**How and by whom homework will be monitored** – By subject teacher in the first instance. C system to be monitored by HoF for lack of or unsatisfactory homework. Homework setting will be monitored by HoF in planning, books and planner scrutinies and Blincs /lesson obs.

## Humanities Homework policy

Homework is supported in Humanities as it extends pupils' knowledge and understanding of the subject and promotes independent learning skills. Students who need to use school facilities in order to complete their H/W e.g. use of laptop at lunchtime or access to paper, should tell their class teacher who can facilitate this.

All homework set should be meaningful and related to the work covered in the lessons. Deadlines should be clearly set and the pupils informed. Writing the details on the board for students to copy into their planners is good practice. The majority of homeworks will be listed in the scheme of work.

Students who do not complete their homework will be followed up and expected to complete their work. Lack of H/W will be recorded on the C system.

If students persist in not completing H/W after in school sanctions have been applied this will result in a letter home from the Head of Faculty. The class teacher will supply the HOF with documentation of outstanding work and deadlines missed from which a letter will be drafted.

In KS3 some H/W will be project based so students can develop independence in planning their time. In this case all students across the year group will do the same project.

### Key Stage 4

Option topics homework should be set weekly. It should last at least an hour.

Issues & Ethics have occasional homeworks.

### Key Stage 3

Year 7&8 Humanities have homework set weekly

Year 9 History and Geography have H/W set fortnightly

Year 9 RE have homework set monthly.

Not all Homeworks have written outcomes.

## TATA Homework policy

**When homework will be set** - Homework will be set at the beginning of every half term (extended half termly/termly projects) and every two weeks to consolidate SOW learning.

**How much homework should be set?** - Half termly projects should not take pupils longer than five hours to complete. Fortnightly homework should be a maximum of one hour



**Types of homework used.** - Half termly homeworks are extended projects. These will often be a practical/drawing task in Art and Res Mat and a research project for Music and Food. Fortnightly homework is set to consolidate the learning in the SOW and are listed below along with the extended projects in each subject.

**Place of homework in the scheme of work.** - Fortnightly homework is directly linked to the SOW

**Sanctions for unsatisfactory work.** - Same as homework not completed:

1. Incident log and requirement for work to be handed in next morning
2. C1 if work is still unsatisfactory and requirement for work to be handed in the next day. Phone call to parents from class teacher.
3. C2 – HoF detention and phone call to parents.

**How and by whom homework will be monitored** – By subject teacher in the first instance. C system to be monitored by HoF for lack of or unsatisfactory homework. Homework setting will be monitored by HoF in planning, books and planner scrutinies and Blincs /lesson obs.

## **PE Homework policy**

**When homework will be set** - Homework will be set according to the Homework Timetable in order to consolidate SOW learning.

**How much homework should be set?** – At KS3 home works should normally be set to take approximately 30 mins and at KS4 45-60 mins but at the discretion of the individual teacher.

**Types of homework used.** – At KS3 homework is to carry out 3x20 minutes of vigorous activity at home. At KS4 tasks could include practicing of physical activities, revision, consolidation, completion of work from class, research etc.

**Place of homework in the scheme of work.** – It is left to the discretion of the individual teacher to set an appropriate homework according to what has been done in class and what the teacher wants to develop, or it can be set individually for pupils who require different outcomes.

**Sanctions for unsatisfactory work.** - Same as homework not completed:

1. Incident log and requirement for work to be handed in next opportunity
2. C1 if work is still unsatisfactory and requirement for work to be handed in the next day.
3. C2 – HoF detention.

**How and by whom homework will be monitored** – By subject teacher in the first instance. C system to be monitored by HoF for lack of or unsatisfactory homework. Homework setting will be monitored by HoF in planning, books and planner scrutinies and Blincs /lesson obs.