



**BARNWELL SCHOOL**

## **Homework Policy**

### **Rationale:**

Homework at Barnwell is an important part of deepening and developing knowledge and learning that is taking place in lesson time. In line with the school's focus on learning and progress we aim to develop the tasks which students complete at home, by helping them to acquire and develop research and study skills, through independent study. The emphasis is placed on setting your child tasks which will be manageable, yet challenging.

### **Aims / Purpose:**

Homework is set to:

- enrich students' classroom learning and to give teachers an additional means to assess the learning of their students
- allow all students to develop their individual capabilities
- develop the practice of independent study, time management, perseverance and self-discipline as well as a love of learning
- form part of the formative assessment cycle and should generate valuable opportunities for students to work independently and at their own pace outside of the classroom
- provide opportunities for family learning involving parents and other adults
- utilise sources of information not available in the classroom

All teachers and learning support assistants must value and instil the importance of homework and plan schemes of learning so that homework tasks are included and effectively assessed.

## **Guidelines & Suggested Strategies:**

### It is helpful if homework:

- is set near the beginning of the lesson so that it does not appear as a “bolt on activity” and so that students have plenty of time to write it down and ask any questions they may have
- is linked to the learning in the lesson and valued by the teaching and support staff
- has clearly identified success criteria
- is marked and assessed within a reasonably prompt period and is returned with identified improvement comments, in line with the marking policy, to support further student progress
- allows for variety of tasks that are differentiated. These may include: Gathering information from surveys / questionnaires, background reading, extended writing, past papers, research, coursework / short term projects, collating information to share and present, making notes and preparing for discussion

Finishing off work may be an option for extended projects or coursework pieces but should not be the norm as students who work quickly in lessons are not challenged by this type of homework task.

## **Responsibilities / Monitoring & Evaluation:**

Subject teachers are responsible for:

- setting homework that is planned, meaningful, regular and enhances the classroom learning
- giving appropriate time scales for completion
- making sure homework is marked regularly and promptly returned to students
- rewarding students for excellent homework
- setting homework in line with the homework timetable and ensuring that the students record that the homework has been set in their student planners
- ensuring that homework is completed to the best of every student’s ability and within the agreed time frame
- ensuring that non-completion of homework is recorded and followed up in line with the school’s behaviour and learning policy
- contacting parents to discuss non completion and recording conversations on the Sims communication log
- recording homework in their mark books
- uploading homework tasks and resources onto Show My Homework (SMHW) on the day of the lesson in which it is set

Subject Leaders and Heads of Faculty are responsible for:

- supporting the teachers in their teams where homework non completion has been identified.
- upholding a clear policy with regards non-completion of homework and providing support for defaulters
- contacting parents as and when appropriate
- complete fortnightly monitoring logs to ensure that all team members are setting homework in line with the agreed timetable
- monitoring the quality and appropriateness of the homework
- completing work scrutinies and book samples which include a focus on assessment and completion of homework
- monitoring SMHW each week and reviewing the quality and quantity of homework being set across their teams

Where a pattern emerges to highlight that colleagues are not setting and / or adequately marking homework the following action takes place: 1. Reminder from Head of Department (HOD) 2. Second reminder from HOD with Line Manager and Directors of Learning informed and further support offered 3. Referral to Line Manager.

Tutors are responsible for:

- signing planners each week
- dealing with parental requests or concerns
- maintaining an overview of the homework that a tutor group is being set

Directors of Learning across all Key Stages are responsible for:

- monitoring SMHW as well as reviewing the quantity and quality of homework
- dealing with parental concerns about the frequency and quality of homework. The expectation is that parents will receive an initial response to their enquiry within 24 hours
- communicating concerns about homework with subject staff and HOD/HOF
- monitoring the quality and quantity of homework through work scrutinies, observations and learning walks
- supporting HOD /HOF in addressing any weaknesses
- coordinating compulsory homework club and monitor student attendance
- monitoring Sims for homework concerns and working with department staff to ensure students are being held to account for any non-completion of homework and the correct consequences are being actioned
- dialogue with parents of the students who persistently fail to complete homework

Parents have a key role to play in supporting their child and ensuring that homework is completed to the highest possible standard.

### Parents are responsible for:

- monitoring homework set by checking SMHW and signing planners each week
- helping and encouraging their child to complete homework to the best of their ability and by the deadline
- supporting the schools homework policy by liaising with tutors or subject teachers if a query arises to do with homework
- referring to SMHW

### Students are responsible for:

- writing that homework has been set in their planners and asking their teachers for any further advice / guidance or clarification if required
- completing the homework to the best of their ability
- submitting the homework at the requested time or talking with their teachers if they need an extension
- reflecting upon the feedback received from their subject teachers and responding with their polishing green pens

### **Homework in the Sixth Form:**

The Sixth Form aims to develop self-managing and independent learners so that our students are able to sustain the commitments thrust upon them at higher and further education.

In the Sixth Form we:

- set approximately 5 hours of work per week per subject.
- encourage students to read around the subject by using the school library, internet facilities and course textbooks
- expect students to undertake a variety of tasks such as research, reading, seminar presentation and debate around the subject
- celebrate and praise student achievement through a number of means including 'Student of the Month'.

### **Non-completion of Homework – The Sanctions Process**

In line with the policy, homework must be relevant, engaging and differentiated. Barnwell School requires all teachers / support staff to use the school's Reward Policy to keep the focus on rewarding students for the completion of high standards of homework.

Class teachers must use all their skill to work with the students to ensure that homework is completed to a high standard and is handed in on time. There may be

times when homework is not completed and students are not able to offer a valid explanation. When homework is not completed the following sanctions are put in place:

### **Key Stage 3 and 4:**

Subject areas will follow their own homework policy when dealing with non-completion of homework. This will involve subject teachers contacting parents and issuing lunchtime and/or after school subject detentions. Teachers will enter the homework non completion into Sims. The Directors of Learning closely monitor homework concerns and all students who have generated 4 plus concerns in a half term will be placed on homework report by their form tutor. Parents will be contacted and invited to meet with the student's Director of Learning. They will also be expected to attend compulsory homework club after school from 3.00pm to 4.00pm each day held in the Library for one week. This will keep happening every time a concern is recorded for non-completion of homework

### **6th Form:**

When 6<sup>th</sup> Form students fail to complete their homework they are subject to the same monitoring and sanctions procedures as in other year groups at Barnwell School.