

HOMEWORK POLICY

PREAMBLE

It is generally recognised that homework can make an important contribution to the learning process and contributes to the development of sound study habits. This is clearly understood and requested by the vast majority of our parents.

Homework embraces many activities with many names. Its purpose is to “improve young people’s motivation , build their self esteem and help them become more effective learners. Above all it aims to raise achievement”. (DfES 1998)

Homework is valuable for the following reasons:

- It can help pupils to make more rapid progress through participation in the learning task.
- It can allow pupils to develop the practice of working on their own, providing an opportunity for independent work.
- It can allow consolidation , practice and extensions of skills learned in the classroom.
- It can allow pupils to access resources that are not always available in the classroom.
- It can engage parents and others in the pupils' work
- It can give opportunities for long term research and other work, such as coursework.
- It gives pupils the ability to enhance their personal skills: study skills, working to deadlines, planning, and time management.
- It allows pupils to take ownership and responsibility for learning.

POLICY

It is the policy at Porthcawl Comprehensive School to set and mark homework. It is also the policy of the school to advise and give guidance to pupils on how to complete their homework.

The type, frequency and duration of homework is controlled by two variables:

1. a whole school requirement, with advice on its duration
2. departmental requirements embodied in its Schemes of Work

PROCESS

Homework will be implemented according to the following guidelines and recorded in Planners issued at the beginning of the academic year:

The precise time spent on homework is less important than the quality of the task. Though precision is not possible, the duration of homework is expected to be approximately:

Years 7, 8 and 9	30 mins per subject	2-3 subjects per night
Years 10 and 11	45 min per subject	2-3 subjects per night
Years 12 and 13	According to subject need	

It is understood that these times are a guide and that, on occasions, it will be inappropriate to set homework.

1. Pupils in Year 7 should be given manageable pieces of homework during their first few weeks at the school. This will require shorter/simpler pieces of work to be set at first that will become increasingly longer and more demanding.

2. In the subsequent years at Key Stage 3, it is expected that the duration and complexity of the homework would increase according to ability and need.
3. At Key Stages 4 and 5, the demands of the external syllabus govern the type, complexity and frequency of the Homework.
4. Pupils should be offered guidance to help them to manage their homework. Support is available in school with lunchtime subject specific sessions and an after school homework club, twice a week.
5. Planners should be used to record homework. If homework diaries are lost or poorly treated the pupil will be expected to pay for a new one.
6. Homework should be given in on time. If homework is not given in the teachers will initially support the pupil and ensure the tasks set meet the pupils' needs. This will be done according to the departmental and school discipline policies.
7. Year 6 pupils from our main feeder schools will be provided with a similar copy of the diary they will receive in Year 7 to encourage the development of good homework/ study habits.

PROCEDURE

The nature of the homework will vary between year groups, different classes and topics of study.

Pupils should :

- Record all homework set (including completion date) in the planner provided.
- Ensure they understand instructions concerning homework
- Complete homework to the best of their ability
- Seek help, support and guidance from class teacher and/or homework club if they are unsure how to complete the task
- Hand in homework on the date required.

Parents/carers should :

- Check that homework details are filled in clearly and regularly in the Planner. There is space for a regular signature.
- Help their child organise his or her time to best advantage so that things are not all left to the last minute or even forgotten.
- Try to make sure that there are suitable working conditions at home.
- Take a positive and active interest in their child's work at home.
- Let the school know if there are problems with homework that cannot be resolved.
- Comments from parents or teachers may be recorded in the appropriate sections

Form tutor should :

- Monitor and sign the pupils planner regularly
- Identify pupils with homework problems across several subject areas and refer to Head of Year

Class teacher should :

- Set and mark homework in accordance with departmental policy.
- Differentiate homework tasks in both content and length appropriate to the age and ability of the child where necessary
- Keep a record of homework tasks set and make the record available to Head of Dept/Faculty

- Refer pupils according to departmental policy in case of persistent non-completion of homework

Head of Dept/Faculty/Year should :

- Sample homework records
- Look at samples of homework as part of work monitoring
- Consult pupils as part of the listening to learners process
- Contact parents /carers in the case of persistent non-compliance of homework.

Headteacher and Senior Management should :

- Sample homework records as part of review
- Sample examples of pupils' work and consult pupils as part of the monitoring process
- Review policy