

# Homework Policy

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<b>Approved By:</b>	Trustees
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<b>Impact Assessed</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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## Document Control

This document is issued, controlled and impact assessed by the Leadership Team.

The latest version of the procedure will be maintained on the School Website.

## SCOPE

At Endeavour Academy there is an expectation that homework is work done outside of the timetabled curriculum. It has an element of independent study. We understand that some of our students may find it difficult to do work at home or could find it difficult to access some of the resources needed.

Students and parents / carers should inform their child's Learning Mentor if access to the Internet is problematic.

Students who do find it difficult to work at home can access a quiet working area in school as part of the Literacy / Reading Club which runs at lunchtimes, before and after school.

## 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.
- Enhance their study skills e.g. planning, time management and self-discipline.
- Take ownership and responsibility for learning.
- Engage parental co-operation and support.
- Create channels for home school dialogue.

## TIMETABLE FOR HOMEWORK

The Endeavour Academy recommends the following timetable for homework:

- Year 10 – 3 hours per week
- Year 11 - 1 hours per day, which will increase as they move closer to GCSEs

Students will be set regular homework for the core curriculum areas of English, maths and science, at least once per week. Other curriculum areas will set homework as required.

## TYPES OF HOMEWORK

Homework can take many forms depending on the specific needs of subjects and the needs of the pupils. These include:

- Finishing off work not completed in class
- Revision in preparation for an assessment
- Learning of newly taught materials or vocabulary
- Redrafting of class work
- Reading specific materials
- Self-identified study where a student is having difficulty in a particular area
- Research on a particular topic
- Collection and collation of materials or resources
- Practice of keyboard skills and other practical skill areas related to curriculum
- A specific assignment or self-contained project / investigation
- Where appropriate homework should be differentiated to ensure that it can be accessed by all pupils.

## ROLE OF THE STUDENT

- Students should record any homework given.
- Issued homework must be completed to meet deadlines.

If a student cannot complete homework they should discuss the reason for this with their class teacher or form tutor. This should take place before the homework completion date unless there are exceptional circumstances. It will be up to their class teacher or Learning Mentor to decide whether or not the reason is a valid one.

If pupils fail to complete homework there are a number of consequences. These include:

- Doing a detention with the class teacher who set the homework task.
- Having a letter sent home to parents / carers.
- Parents being contacted by the student's Learning Mentor or class teacher.
- Withdrawn from school rewards e.g. trips, etc.
- Continual non hand in of homework will mean a referral to the Deputy Head of School and an appropriate sanction will be given.

Pupils who do their homework and always hand it in well-presented and on time will:

- Receive praise from their teachers.
- Gain rewards.

- Be given recognition for their achievement in school reports to parents / carers.
- Benefit from making progress in their academic studies.

Students should also take advantage of support offered by the school by discussing homework difficulties with teachers or Learning Mentors and attending any homework sessions which may be offered once any homework difficulties have been identified and agreed.

## ROLE OF STAFF

All teachers should establish a high expectation that homework will be done by everyone and that failure to do this will be treated seriously.

To encourage this all staff should:

- Issue homework regularly and ensure that it is appropriate for the students in their class.
- Praise students who return homework that is well done and in on time, and display examples of good homework.
- Award reward points for students who return homework that is well done and handed in on time.
- Make students aware of the workload expected by the department in relation to homework.
- Try to avoid issuing homework for the next day and if this is not possible try to ensure that this homework is manageable.
- Develop a tracking / monitoring system for recording homework.
- Mark homework timeously and record these marks in the student's tracker.
- Notify the Learning Mentor if you have any concerns why a student is not completing homework.
- Offer additional support to anyone who may need it.
- Monitor and evaluate the effectiveness of the homework programme in their subject area.
- Ensure that the whole school policy is being put into practice.
- Outline a departmental policy on homework within the framework of the school policy and which outlines the nature, content and extent of homework for all students.
- Ensure Senior Leadership Team (SLT) have been notified of the scope of the homework.
- Deal with students who have failed to return homework and who have subsequently been referred by their teacher where applicable.
- This includes sending a parental letter home and thereby informing their parents / carers of this unacceptable situation, and informing their form tutor.
- Refer students to the Deputy Head of School who consistently fail to return homework.

## **ROLE OF PASTORAL CARE (LEARNING MENTORS)**

Learning Mentors should play an active role in monitoring the students within their group and using the information on homework as an indicator of how pupils are coping. They should:

- Inform class teachers of any circumstances that might be affecting a student's ability to hand in homework. This could include discussions with class teachers if they feel that homework is insufficiently differentiated.
- Discuss homework with their pupils during tutorials and check that pupil homework diaries are being used appropriately and are being checked and signed by parents / carers.
- Monitor the consistent non return of homework by specific pupils and where appropriate organise parental interviews to discuss this further.
- Ensure that reward points have been awarded by class teachers for consistently well-resented and timely homework.

## **ROLE OF SENIOR LEADERSHIP TEAM**

The Senior Team have an overview of the whole policy and can see the whole school picture in terms of the policy. They should:

- Monitor and evaluate the implementation of the whole school policy on Homework in their link curriculum areas.
- Reinforce the importance of homework at every opportunity by visiting tutorial sessions.

## **ROLE OF PARENTS/CARERS**

The role of the Parent / Carer 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:

- Providing a table, chair and a quiet place to work.
- Negotiating with the student when homework is to be done as a student's free leisure time is important too.
- Checking the time spent on individual tasks.
- Checking presentation and content of all homework being returned to school.
- Providing the school with information about any problems by contacting the school directly and speaking to the student's form tutor or learning mentor.

## **POLICY STATEMENT**

Breach of this policy may lead to action being taken under the school's formal Disciplinary Procedure. Any employee, who feels they have been treated in a manner contrary to the spirit of this policy, should seek recourse in accordance with the school's Grievance or Dignity at Work procedures.

## **DOCUMENTS AND RECORDS**

None