

Home Work Policy

Responsible officer: A Palmer

Review frequency: Annual

Principal: R. Denial

Date reviewed: 31 July 2014

Ratified By: Governing Body

Next Review Date: 31 August 2015

Ratified on: 27 September 2013

Introduction

We aim to give our students the opportunity to develop their academic potential to the full and homework is a central part of our curriculum.

Homework at the E-ACT Burnham Park Academy should be making a difference by:

- Encouraging students to develop the skills, confidence and motivation needed to study effectively on their own.
- Consolidating and reinforcing skills and understanding developed at the academy.
- Extending academy learning, for example through additional reading or research work.
- Managing particular demands associated with external qualifications i.e. BTEC or OCR assignments
- Providing opportunities for work not suited to the classroom situation.
- Sustaining the involvement of parents/carers with students' learning and keeping them informed about the work students are doing,

Planning and Co-ordination of Homework

Each department will include a policy statement on homework within the department handbook and a variety of homework tasks will be specified within all department schemes of work. Homework tasks should be set fortnightly with a clear objective linked to either the scheme of work or a separate homework scheme. The intrinsic value of homework activities is more important than the precise amount of time allocated to them. The key should be quality, not quantity. Departments will issue, through e-school, the academy's interactive information system, a list of key homeworks for each half term session for all relevant key stages.

All students must use their planners to record the homework set and date it is due to be handed in. Parents are to both check and sign the planners weekly and form tutors will check planners and follow up omissions where necessary.

Homework time should be rarely used for 'finishing off' work carried out in class.

Departments should ensure that the homework programme is balanced in both type and scale of tasks and that they are manageable for both students and teachers. Differentiated tasks should be set for students with learning difficulties and the SEN Co-ordinator alongside their team will assist departments and subject teachers in the preparation of such materials.

Responsibilities:

We believe that students can raise attainment through completing homework and parents and teachers checking homework. All staff should work to raise the profile and value of homework.

The Role of Staff

- Staff should aim to raise standards through the setting of homework.
- Staff will set regular fortnightly homework according to the department's schemes of work and will ensure that students make an entry in their planner. All students should have their planner on their desks in every lesson.
- It is essential that if homework is to benefit students' learning that they are given prompt and appropriate feedback. Staff should set realistic deadlines for the

completion of homework. Homework will be marked in accordance with the Academy Assessment, Recording, Reporting policy.

- Staff must ensure that all homework is completed by all students.
- Form Tutors will counsel and support students, liaise with parents and alert the link Assistant Principal where issues across the curriculum are seen to be developing.
- Students failing to complete or hand in homework will be dealt with by the subject teacher. Where appropriate the teacher leading the subject / Head of Department/ Assistant Principal will support the teacher.
- The setting and appropriateness of homework will be monitored as part of Academy's quality assurance.

The Role of Parents/Carers in Supporting Students

- Seek to provide a reasonably peaceful, suitable place in which students can do their homework or encourage them to attend other places where homework can be done, such as the academy homework club, the academy library, the academy ICT club and other homework clubs provided within the local area.
- Make it clear to students that they value homework and support the school in explaining how it can help them make progress at school.
- Encourage students and praise them when they have completed homework.
- Expect deadlines to be met, check that they are and sign the homework diary weekly.
- Contact the student's subject teacher if they have queries with regard to homework.

The Role of Students

- Bring their planner to every lesson, place it on their desks, and ensure that it is kept up to date with all homework recorded.
- Complete homework on time.
- Explain to staff and parents in advance of a deadline if there is a problem, e.g. something not understood.
- Remind parents and staff with regard to the setting, checking and signing of the homework diary.

Possible tasks for homework might include:

- Investigations
- Research
- Reading
- Word processing
- Learning [e.g. Vocabulary]
- Designing
- Revision
- Drafting
- Model making
- Projects
- Report writing
- Drawing