



**Homework Policy**

**HOMEWORK POLICY AT HANLEY CASTLE HIGH SCHOOL**

Homework is any task/activity undertaken outside formal class time which contributes to, reinforces or supports the learning carried out in lessons. It is directed by the teacher, carried out by the student and assessed appropriately on return to school. It must be of benefit to the learning of the individual student.

**1. The Purpose of Homework**

- 1.1 To extend students and help each individual learner fulfil his/her true potential.
- 1.2 To widen learning opportunities beyond the classroom through independent learning, research opportunities, consolidation, and revision.
- 1.3 To develop and encourage students as effective, self disciplined independent learners.

**2. Homework Timetable**

2.1. A homework timetable will be published at the start of each academic year. It will be available to all students to put into their planners and a copy made available for parents. All staff will follow the homework timetable that has been shared with their teaching group. It should be consistent and manageable for both staff and students. English, Maths and Science should have homework set twice per fortnight and all other subjects once per fortnight.

Year Group	Maximum number of subjects per night	Time per Subject (mins)	Total Time Allocation (hours)
7 & 8	3	20	1
9	3	30	1½
10 & 11	4	30-45	2
12 & 13	<b>See separate section "Sixth Form Students"</b>		

**3. Responsibilities**



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**3.1. Subject leaders / Faculty leaders:**

- Ensure that the homework policy is fully implemented across their subject area.
- Evaluate the effectiveness and impact of homework being set by monitoring the quality of tasks set, feedback given and the subsequent action taken by students. Intervene to increase impact if necessary.
- Support colleagues with students who regularly do not complete homework, contacting parents/carers as necessary. This may include the implementation of sanctions.
- Share effective homework strategies across and beyond the subject area.

**3.2. Subject teachers:**

- Share the homework timetable with their teaching group.
- Set homework tasks that are relevant and appropriate to the students, according to the homework timetable.
- Ensure that students understand the task and have an accurate record of the task including the deadline on ePraise. Students should also reference the homework in their planners.
- Set clear and realistic deadlines for completion of homework.
- Provide regular formative assessment in line with the feedback part of the Assessment and Reporting policy.
- Ensure that students read feedback comments and then act upon them in order that assessment has a positive impact on their learning. Good practice is to dedicate time for this within a lesson.
- Reward students as appropriate.
- Apply appropriate sanctions for the failure to complete and hand in homework by the deadline set.
- Use assessment of homework tasks to inform future class learning objectives, and to support individuals who consistently fail to meet expected progress.

**3.3. Students:**

- Record all homework and the deadline for completion in their planner, even if this is just to refer to instructions on ePraise. Ensure that they fully understand the task set before leaving the lesson.
- Ensure that all homework submitted is their own work.
- Manage their time effectively, handing in homework on the date it is requested.



## Homework Policy

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- Read and act upon all feedback from staff to further develop their learning/correct any misconceptions.
  - Try to overcome any difficulties encountered in homework themselves using all resources available to them. If there is still a problem then to seek assistance from the appropriate staff member prior to the lesson so that the teacher can provide the necessary help/support/guidance.

### 3.4. We ask Parents/carers to:

- Support the school's policies on assessment and homework.
- Provide support and encouragement without doing the work for the student.
- Monitor homework being set via the student's planner and homework timetable and sign the planner on a weekly basis.
- Communicate with Subject Leader/Key Stage Leader/Tutor via the appropriate Key Stage office if they have any concerns over homework.

### 3.5. Tutors:

- Give guidance for managing and organising homework.
- Ensure that students write in their planners the subjects for which homework will be set each day of the week and highlight any missed homework or homework not set during tutor time.
- Ensure that each student has their own homework timetable written in their planner.
- Monitor homework in planners (signing it on a weekly basis).
- Follow up comments from parents.
- Pass on details of students causing concern to KSL/Subject leaders.

### 3.6. Key Stage Leaders will:

- Ensure that tutors are monitoring homework by checking planners.
- Discuss identified student's problems with appropriate subject teacher(s)/tutors and/or subject leaders.
- Speak to individual students identified as regularly not completing homework for a number of subject areas and contact parents/carers as necessary.
- Provide opportunities for tutors to communicate observations/concerns about homework being set for their tutor group.
- Be a first point of contact for parents should they have a general concern about homework for their child.

## 4. Variety and Nature



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- Homework tasks should have clear objectives linked to departmental programmes of study.
  - Homework tasks should be appropriately challenging yet accessible for all learners.
  - Staff should provide a variety of tasks that are rewarding and stimulating.

## **5. Rewards and Sanctions**

- Wherever appropriate ePraise reward points should be given for individual pieces of work and issued for sustained effort over 5 pieces of homework. This is to celebrate achievement and/or effort.
- Our sanction system for missed homework is designed to be reasonable for students who, on a one-off occasion, genuinely forget or are unable to complete their work. However, there is a progression of consequences for students who repeatedly fail to satisfactorily attempt or submit their homework.

## **6. Sixth Form Students**

- Assignments, pre-reading and coursework form a crucial part of all post-16 courses. Sixth form students are expected to follow the guidelines set out in this policy.
- Sixth form students have time on their school timetable which should be used for independent work in addition to the time they spend on school work at home. It is expected that each subject will set up to one hour of work for every one hour of taught time.
- In the sixth form, students are expected to continue to use a planner to record their homework / assignments. There is no formal homework timetable. Homework set should vary in nature and be both challenging and rewarding similar to that set in the rest of the school.
- Successful completion of homework (and coursework where relevant) is a prerequisite for continuation on a post-16 course. Students who fail to satisfy the basic requirements will be identified by staff who will inform their tutor and Key Stage office. Where necessary students will be warned by the Key Stage Leader about their conduct and may be asked to leave the course.



**7. Links to other policies**

- Learning and Teaching Policy
- Positive Behaviour Management Policy
- Assessment and Reporting Policy