

---

## CURRICULUM

### HOMEWORK POLICY

Reviewed and updated October 2001

Next Review due: as required

---

#### **Introduction**

Homework is part of the educational process for all students at Paignton Community & Sports College. We believe it has an important role to play in raising achievement and in encouraging students to develop as independent learners.

#### **Aims**

We aim to:

- Ensure appropriate outside study is set in all areas of the curriculum by developing set homework banks in each subject area.
- Provide and support tasks that encourage the development of learners' study skills, literacy, numeracy, ICT and time management skills.
- Develop tasks that are suitable for pupils of differing abilities.
- Ensure that the tasks provided give opportunities to:
  - Extend, consolidate, reinforce and enhance learning and work done in class.
  - Test students' knowledge and understanding.
  - Prepare for future learning and the development of students' skills.
  - Make use of contacts and facilities in the wider community.

We also aim to encourage parents/guardians and students to view the learning process as a partnership between home and the college.

#### **Organisation of Homework at the College**

1. All students receive a copy of their homework timetable at the start of the academic year.
2. All students receive a Homework Diary/Planner at the start of the academic year. Sixth form students have the option of using a planner or providing an alternative way to organise their work.
3. Students are expected to record their homework in their Diary/Planner.
4. Homework for students in Year 7 should take approximately 30 minutes per subject per week. This should increase in Year 8 to approximately 40 minutes and in Year 9 to approximately 45 minutes per subject per week. In Years 10 and 11 work set should take at least 1 hours study time per subject per week. Students would be expected to study for longer than this as examinations approach and should allow at least 5hours study time a week for each subject they take in the Sixth Form.
5. Students are expected to complete all work set by the requested date.

6. Students who lose their Homework Diary/Planner are expected to buy a replacement from their Tutor. In subjects where a homework book is issued and lost, students should also buy a replacement.
7. Parents/Guardians of pupils in Years 7-11 are asked to look at completed work and to check and sign the Diary/Planner each week. We value comments on homework. The Diary/Planner is designed to be used as a contact book for parents and teachers.
8. Form Tutors in Years 7-11 will check the Homework Diary/Planners in their tutor group on a weekly basis and sign it. They may also make a written comment.

## **The Role of Parents/Guardians**

Parents and Guardians have a key role to play in this learning partnership.

You can help by:

- Providing a quiet place to work.
- Providing the necessary equipment for work done at home.
- Showing an interest in the work being done.
- Encouraging regular work habits, good standards of presentation and organisation by checking work is completed on time and to a good standard.
- Providing a schoolbag to ensure work, books and equipment are transported safely.
- Encouraging your child to use the learning resources facilities in school and in the wider community.

Help and support with homework is available at Homework Clubs and in the Libraries.

## **Student Guidance**

- You should record all the work set and when it is due in your Diary/Planner.
- You should make sure you understand the work set and ask if you need help.
- You should take care with completing the tasks set and do them to the best of your ability.
- You should hand in all the completed work on time.
- If you lose your diary or a book you must replace it at your own expense.

## **Guidelines for Staff**

1. Homework should be set and marked in line with College Policy.
2. Work set should be meaningful to students and support them in their learning.
3. Tasks set should be suitable for the ability of the students.
4. You should give time for students to record the tasks in their Diary/Planner and check they do so.
5. You can use the Homework diary/Planner to comment on a student's work. It is designed to be a contact book for use by teachers and parents.
6. Rewards for good homework should be given as for class work in accordance with College Policy
7. You should arrange support for students who need help with homework and independent study.
8. You should discipline any student who regularly fails to complete homework. Persistent offenders should be referred to your Subject Leader for further action.
9. You should liaise with the College Librarians to ensure learning resources are available to support students in their learning and completion of Homework tasks and projects.

10. Every teacher should keep a record of homework set.
11. Where possible subject staff should develop tasks jointly to ensure progression and consistency in the development of study skills, literacy, numeracy, ICT and learning in programmes of study.
12. Subject areas should develop information for parents and students to support homework and independent study. This could be in the form of key words, subject pages in the Student Planner, termly lists of homework and topics to be studied, suggested resources, web sites, places to visit or Homework Booklets.

## **Monitoring and Evaluation**

- A member of the Leadership Team has overall responsibility for the implementation of the College Homework Development Plan.
- Leadership Team link members work with Faculty Leaders to review practice, develop and implement Homework Action Plans.
- Subject leaders are responsible for all aspects of development, monitoring and evaluation of homework in their curriculum area. They should report results of monitoring activities to their link member termly.
- Pastoral leaders/teams should monitor setting of homework in their year group. They should report monitoring results to their link member every half term. They should sample diary/planner use.