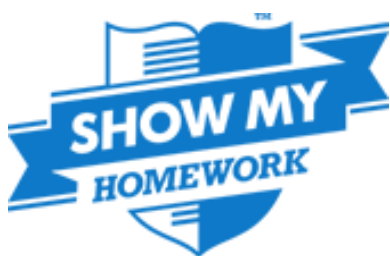


Homework Policy



Purpose

'Homework is a vital element in the learning process; reinforcing the interaction between teacher and student; between home and school; and paving the way to students being independent autonomous learners.' (Sherrington, 2012)

Homework should **enhance** pupils' **learning**, **improve achievement** and **develop study skills**, enabling pupils to:

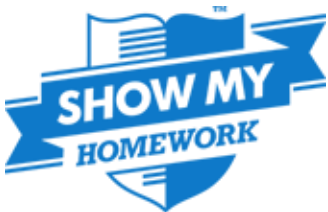
- **consolidate** and **extend** work covered in class or **prepare** for new learning activities;
- **access resources** not available in the classroom;
- **develop research skills**;
- have an opportunity for **independent work**;
- show **progress** and **understanding**;
- provide **feedback** in 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**.

Homework Management

For **homework** to be **effectively managed**, schools should:

- **Record** and **evidence** homework;
- Make the homework process **easy** for **teachers**;
- Make homework **consistent**;
- **Reduce** homework **excuses**;
- **Involve parents** in the homework process.

Show My Homework



Benefits:

Using **Show My Homework (SMHW)** should **aid** the **homework process** by:

- Providing complete **homework visibility** online, **minimising homework excuses**;
- Providing **easy task variation**, such as assignments, quizzes and spelling tests;
- Providing **homework on the go**, allowing **homework** to be **accessed from any device**, with free iOS and Android apps;
- **Saving time** with **automatic grading** and **reusable resources**;
- Allowing **one-click reporting**, quickly generating comprehensive **homework reports** and **exports**.

School Closures:

- If the **School** is **closed** due to **unforeseen circumstances** (such as adverse weather conditions), **work** must be **set** by the **Class Teacher** via the **Show My Homework** website;
- **Students** must **check what work** has been **set** on the **Show My Homework** website and must **complete** this **before** their **next lesson**.

Roles

Pupil's Role:

1. To **listen** to **homework instructions** in class;
2. To **write down** the necessary details for the **task** and **deadline date** into their **Student Planner**;
3. To refer to **SMHW** for **further details/resources**; if students are **absent** when homework is set, it is their **responsibility** to **complete** the **homework** as they can access it on SMHW;
4. To **inform** the **class teacher** of any **difficulties** before the deadline;
5. To ensure that **homework** is **completed** and **handed in** to meet the deadline;
6. To **attempt all work** and give their best.

Form Tutor's Role:

1. To **check** that **homework** is being **set** and **recorded** in the **Student Planners** (weekly);
2. To **check** that the **Student Planners** are being **signed** by the Parent/Carer (weekly);
3. To **note** and **respond** to any **comments** written in Student Planners by Parents/Carers;
4. To **refer concerns** with homework to the relevant **Subject Leader** (Head of Department); if SIMS records indicate there are **homework issues across the curriculum**, please **refer concerns** to the **Head of Year**.

Class Teacher's Role:

The class teacher **controls** the **direction** of **homework** and the **nature** of **tasks** undertaken. **Teachers must:**

1. **Set** homework according to **Homework Schedules**;
2. Provide the **stimulus**;
3. Give full and comprehensive **instructions**, which must be **uploaded** onto **Show My Homework**;
4. Set **deadlines** for completed work and **ensure** that they are **met**;
5. **Mark** and **return** all homework **promptly**, using **SIR feedback** where appropriate;
6. Provide **help** and support;
7. **Follow** the **school homework policy** for **rewards** and **sanctions**, as outlined in this policy;
8. **Inform** the **Head of Department**, as appropriate, when **problems** arise.

Parent's/Carer's Role:

The role of the **Parent/Carer** is **crucial** if a child is to gain success from homework. **Reinforcing** its **value** through **positive feedback** will give pupils the confidence to persevere, work hard and reach high standards of achievement.

Parents can **assist** by:

1. **Providing** a **table, chair** and a **quiet** place to work;
2. **Negotiating** with the pupil **when homework** is to be **done** as a pupil's free leisure time is important too;
3. **Checking** the **time spent** on individual tasks;
4. **Checking presentation** and **content** of all homework being returned to school;
5. **Signing** the **Student Planner** each week;
6. **Providing** the School with **information** about any **problems** through the Student Planner or by contacting the school directly.

Subject Leader's Role:

1. To ensure that **homework** is clearly **identified** in the **schemes of work**;
2. To **quality assure** the homework set by **sampling** across all year groups;
3. To **monitor** and **evaluate homework set** within their curriculum area (each half-term).

Lynch Hill Enterprise Academy's Homework Policy

How often homework should be set	Homework should be set: <ul style="list-style-type: none"> a minimum of once a week for each class for core subjects (Mathematics, English and Science); once a fortnight for non-core subjects. 																		
When homework should be set	See Homework Schedules on pages 4-5.																		
How long homework should be	Each piece of homework set should take students between 30 and 45 minutes to complete.																		
Notice to students	Students should be given at least 48 hours' notice to complete each piece of homework.																		
Types of homework that may be used	Students may be set homework such as: independent learning / flip-learning (where students gain first exposure to new material outside of class); consolidation of work in class; skills practice (learning by doing); completion of project work; research; reading; drawing; using ICT.																		
Recording of homework	<ul style="list-style-type: none"> Teachers must give full and comprehensive instructions to students regarding the homework set; All homework instructions and resources (where relevant) must be uploaded on the Show My Homework website by 4pm on the day work is set. Documents should be uploaded as pdfs where possible so all students can access the attachments; During lessons, students must record all homework in their Student Planners along with the date homework is due. 																		
Rewards and incentives	<ul style="list-style-type: none"> High quality homework and a good work ethos should be sensitively praised in class; 'Achievement' points should be awarded for sustained effort with homework and/or high attainment in homework; For exceptional pieces of homework, a phone call home should be made; Where appropriate, homework should be included in display work. 																		
Sanctions for incomplete / unsatisfactory standards of homework	<p>When homework is not completed, or is not completed to a satisfactory standard, teachers should initially support the pupil and ensure the tasks set meet the pupil's needs. If this is so, then the following sanctions should be used:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="text-align: left;">Issues</th> <th style="text-align: left;">Sanctions</th> <th style="text-align: left;">SIMS Recording</th> </tr> </thead> <tbody> <tr> <td style="background-color: #e0e0e0;">Failure to complete a piece of homework.</td> <td>The Teacher must: <ul style="list-style-type: none"> issue a 15 minute detention (ideally on the day the homework was due); discuss this with the pupil and ensure they record the detention in their Student Planner; During the detention, the pupil should start to complete their homework, which must be completed by their next lesson. </td> <td>The class Teacher must issue a 'Behaviour' point for 'Homework not completed on one occasion' with the action recorded as a '15 minute detention'.</td> </tr> <tr> <td style="background-color: #e0e0e0;">Failure to attend a 15 minute homework detention.</td> <td>The Teacher must: <ul style="list-style-type: none"> issue a 30 minute detention; ensure the student records the detention in their Student Planner; contact the student's parent(s)/guardian(s)/carer(s), informing them that their child failed to complete their homework plus did not attend their 15 minute detention. </td> <td>The class Teacher must issue a 'Behaviour' point for 'Failure to attend 15 minute homework detention' with the action recorded as a '30 minute detention'.</td> </tr> <tr> <td style="background-color: #e0e0e0;">Failure to complete homework on more than one occasion per half term.</td> <td>The Teacher must: <ul style="list-style-type: none"> issue a 30 minute detention; ensure the student records the detention in their Student Planner; contact the student's parent(s)/guardian(s)/carer(s), informing them that their child failed to complete their homework on more than one occasion. </td> <td>The class Teacher must issue a 'Behaviour' point for 'No homework on more than one occasion' with the action recorded as a '30 minute detention'.</td> </tr> <tr> <td style="background-color: #e0e0e0;">Failure to attend a 30 minute homework detention.</td> <td>The Subject Leader must: <ul style="list-style-type: none"> issue a 60 minute detention; ensure the student records the detention in their Student Planner. </td> <td>The Subject Leader must issue a 'Behaviour' point for 'Failure to attend 30 minute homework detention' with the action recorded as a '60 minute detention'.</td> </tr> <tr> <td style="background-color: #e0e0e0;">Failure to attend a 60 minute homework detention.</td> <td>The Subject Leader must: <ul style="list-style-type: none"> contact the student's parent(s)/guardian(s)/carer(s), informing them that their child failed to complete their homework plus did not attend the Subject Leader's 60 minute detention. The student must complete a 60 minute detention with the relevant SLT Line Manager. </td> <td>The Subject Leader must issue a 'Behaviour' point for 'Failure to attend 60 minute homework detention' with the action recorded as a '60 minute detention'.</td> </tr> </tbody> </table>	Issues	Sanctions	SIMS Recording	Failure to complete a piece of homework.	The Teacher must: <ul style="list-style-type: none"> issue a 15 minute detention (ideally on the day the homework was due); discuss this with the pupil and ensure they record the detention in their Student Planner; During the detention , the pupil should start to complete their homework , which must be completed by their next lesson .	The class Teacher must issue a ' Behaviour ' point for ' Homework not completed on one occasion ' with the action recorded as a ' 15 minute detention '.	Failure to attend a 15 minute homework detention.	The Teacher must: <ul style="list-style-type: none"> issue a 30 minute detention; ensure the student records the detention in their Student Planner; contact the student's parent(s)/guardian(s)/carer(s), informing them that their child failed to complete their homework plus did not attend their 15 minute detention. 	The class Teacher must issue a ' Behaviour ' point for ' Failure to attend 15 minute homework detention ' with the action recorded as a ' 30 minute detention '.	Failure to complete homework on more than one occasion per half term.	The Teacher must: <ul style="list-style-type: none"> issue a 30 minute detention; ensure the student records the detention in their Student Planner; contact the student's parent(s)/guardian(s)/carer(s), informing them that their child failed to complete their homework on more than one occasion. 	The class Teacher must issue a ' Behaviour ' point for ' No homework on more than one occasion ' with the action recorded as a ' 30 minute detention '.	Failure to attend a 30 minute homework detention.	The Subject Leader must: <ul style="list-style-type: none"> issue a 60 minute detention; ensure the student records the detention in their Student Planner. 	The Subject Leader must issue a ' Behaviour ' point for ' Failure to attend 30 minute homework detention ' with the action recorded as a ' 60 minute detention '.	Failure to attend a 60 minute homework detention.	The Subject Leader must: <ul style="list-style-type: none"> contact the student's parent(s)/guardian(s)/carer(s), informing them that their child failed to complete their homework plus did not attend the Subject Leader's 60 minute detention. The student must complete a 60 minute detention with the relevant SLT Line Manager .	The Subject Leader must issue a ' Behaviour ' point for ' Failure to attend 60 minute homework detention ' with the action recorded as a ' 60 minute detention '.
Issues	Sanctions	SIMS Recording																	
Failure to complete a piece of homework.	The Teacher must: <ul style="list-style-type: none"> issue a 15 minute detention (ideally on the day the homework was due); discuss this with the pupil and ensure they record the detention in their Student Planner; During the detention , the pupil should start to complete their homework , which must be completed by their next lesson .	The class Teacher must issue a ' Behaviour ' point for ' Homework not completed on one occasion ' with the action recorded as a ' 15 minute detention '.																	
Failure to attend a 15 minute homework detention.	The Teacher must: <ul style="list-style-type: none"> issue a 30 minute detention; ensure the student records the detention in their Student Planner; contact the student's parent(s)/guardian(s)/carer(s), informing them that their child failed to complete their homework plus did not attend their 15 minute detention. 	The class Teacher must issue a ' Behaviour ' point for ' Failure to attend 15 minute homework detention ' with the action recorded as a ' 30 minute detention '.																	
Failure to complete homework on more than one occasion per half term.	The Teacher must: <ul style="list-style-type: none"> issue a 30 minute detention; ensure the student records the detention in their Student Planner; contact the student's parent(s)/guardian(s)/carer(s), informing them that their child failed to complete their homework on more than one occasion. 	The class Teacher must issue a ' Behaviour ' point for ' No homework on more than one occasion ' with the action recorded as a ' 30 minute detention '.																	
Failure to attend a 30 minute homework detention.	The Subject Leader must: <ul style="list-style-type: none"> issue a 60 minute detention; ensure the student records the detention in their Student Planner. 	The Subject Leader must issue a ' Behaviour ' point for ' Failure to attend 30 minute homework detention ' with the action recorded as a ' 60 minute detention '.																	
Failure to attend a 60 minute homework detention.	The Subject Leader must: <ul style="list-style-type: none"> contact the student's parent(s)/guardian(s)/carer(s), informing them that their child failed to complete their homework plus did not attend the Subject Leader's 60 minute detention. The student must complete a 60 minute detention with the relevant SLT Line Manager .	The Subject Leader must issue a ' Behaviour ' point for ' Failure to attend 60 minute homework detention ' with the action recorded as a ' 60 minute detention '.																	
How homework will be monitored	Homework will be monitored : <ul style="list-style-type: none"> via the Show My Homework website and Student Planner checks; in Work Scrutinies; during School Reviews. 																		

Year 7 Homework Schedule (2016-17)

Class	Monday		Tuesday		Wednesday		Thursday		Friday	
	Week 1	Week 2	Week 1	Week 2	Week 1	Week 2	Week 1	Week 2	Week 1	Week 2
7L1	English Maths Science	English Geography Maths Science	Computing History				French		RE	
7L2	English Maths Science	Computing English Maths Science	History	Geography		RE	Computing		French	
7H1	English Maths Science	English Maths Science	Computing History				Geography		French	RE
7H2	Computing English Maths Science	English Maths Science	History	Geography					French	RE

Year 8 Homework Schedule (2016-17)

Class	Monday		Tuesday		Wednesday		Thursday		Friday	
	Week 1	Week 2	Week 1	Week 2	Week 1	Week 2	Week 1	Week 2	Week 1	Week 2
8L1	Computing English Maths	English History Maths	Geography				French Science	Science		RE
8L2	English Geography Maths	English Maths	RE	History	Computing		French Science	Science		
8H1	RE Maths	Maths	Computing English	English History	French		Science	Science		Geography

Year 9 Homework Schedule (2016-17)

Class	Monday		Tuesday		Wednesday		Thursday		Friday	
	Week 1	Week 2	Week 1	Week 2	Week 1	Week 2	Week 1	Week 2	Week 1	Week 2
9L1	English Geography Maths	English History Maths			Science	Science			Computing French RE	
9H1	English Maths	English Maths		History	Geography Science	Science	French		Computing RE	
9E1	English History Maths RE	English Maths			Science	Science	Computing French		Geography	