



Mill Chase Academy Homework Policy

Lead Governor: Chair

Senior Leadership Team Link: Adam Beere

Previous Review: May 2018

Next Review Due: May 2021

Ratified by Governors: 3rd May 2018

The rationale of this policy document is to:

- Enable students to understand how independent learning is vital to achieving success
- Give every pupil the opportunity to fulfil their potential
- Instil in all pupils the importance of life-long learning
- Provide training for students in planning & organising time
- Promote a responsibility for learning within each pupil

For homework to be effective it has to be stimulating and challenging whilst being supported through the quality of the teaching and learning occurring in a classroom.

Aims of Homework

There are various reasons for setting homework, examples of which are to:

- Encourage and develop self-discipline, study habits and a range of skills in planning and organising time
- Allow the opportunity for preparation, consolidation and revision, all of which support the learning that takes place in class
- Give pupils experience of working on their own, and to develop in students a sense of responsibility and commitment to their own learning
- Involve parents/carers as partners in their child's education
- Prepare for test/examinations
- Provide further challenge and to extend high performing students
- Provide focused and sustained support for less able pupils

Principles Underlying Homework Policy

Students must take full responsibility for their homework and should be supported by their parents/carers.

Homework should be issued in appropriate quantities, and completion dates should be both clear and reasonable, taking account of home environment

and extracurricular activities of pupils, including family and cultural obligations.

Homework should:

- Be carefully planned and an integral part of course work
- Match the needs and abilities of pupils
- Promote opportunities for consolidation and extension
- Relate to current work and where possible is stimulating and challenging

Types of Homework

Preparation homework – providing opportunities for students to gain background information on a unit of study so that they arrive to the lessons with some prior knowledge on forthcoming topics. This could include:

- Background reading
- Producing a resource or making notes on the new subject matter
- Researching topics and being prepared to discuss findings in class
- Collecting items e.g. geometric shapes

Consolidation homework – providing students with the opportunity to cement the learning that has taken place during the lesson time. This could include:

- Writing e.g. a book review
- Making or designing something e.g. an art work
- Answering exam style questions on the topic covered in class
- Using the information in lessons to prepare a presentation

Revision homework – providing students with the opportunity to prepare and become familiar and comfortable with the types of questions that they will be asked in tests and examinations. This could include:

- Producing a revision resource e.g. revision cards, mind maps, audio recordings
- Corrections to previous tests
- Comparison of their own work against a mark scheme

Our policy states that staff should be mindful that when setting homework that relies upon the use of technology that students who do not have access to such technology at home, should not be disadvantaged.

Recent surveys show that 95% of our students have access to the internet at home and are able to use it to complete their homework on a range of different devices. For those that do not have access to this facility, we have set up and run two homework clubs. KS3 Homework Club runs in the Library and a separate club for KS4 is offered in the computer rooms. These clubs are run by members of staff every day after school.

School Practice

Teachers

Class Teachers are expected to issue at least one piece of homework for every 5 lessons taught. Working on the principle that each subject will set a homework at least once during each two week timetable in years 7 and 8 and once a week in years 9,10 and 11, students should expect to be spending approximately the following amount of time on homework each day. This will not always be the case and will depend on how each individual organises their time;

KS3

Year 7, 30mins X 14KS3sub = 420mins / 14days = 30mins per night

Year 8, 40mins X 14KS3sub = 560mins / 14days = 40mins per night

KS4

60mins X 10sub = 600mins / 7days = 1hour 26 mins per night

Staff will ensure that instructions are stated clearly and that all homework is uploaded onto Show My Homework (SMHW), an online homework recording facility, which will provide detailed information on all homework that is set. Teachers should also ensure that homework issued is recorded by all students in their homework planner.

Heads of Department

Departments are expected to plan, prepare and implement realistic and manageable programmes of homework and maintain accurate records of completion and non-completion of homework.

Staff will report whether homework has been completed or not using the SMHW system. This will inform the student and parents through notifications and can also be accessed by teaching staff and mentors to keep all informed as to each individual's progress and any intervention that might be required.

Mentors

Mentors will keep an overview of the academic progress of all students within their mentor group. This includes how each student engages with their homework. During KS3 and KS4 Progress Evenings, Mentors will discuss each student's progress and suggest intervention where necessary.

SMHW can be used to demonstrate how each student engages with homework. It will give a breakdown of homework completion as well as whether it has been handed in late or not submitted. This data can then be used by mentors when delivering in one to one Academic Mentoring sessions.

Academic and Pastoral Leaders

Academic and Pastoral Leaders are expected to use the information provided at the end of each data capture to inform Mentors of which students need to be targeted for support and intervention. They will support the mentors in working together with parents to ensure that each student is given every opportunity to be successful at Mill Chase Academy.

Senior Leadership Team

SLT are expected to ensure that the whole school policy is embedded within departmental provision and to regularly monitor and review departmental provision including that Heads of Department effectively manage their teaching staff teams, ensuring that they keep up to date records of homework completed and that intervention is being used effectively to keep student progress on track.

Appendix A

The Role of Parents/Carers

The main support that parents and carers can provide is to Show your child that you believe education and homework are important.

Parents and carers can support successful completion of homework by;

- Setting a regular time every day for homework
- Ensuring that your child has paper, books, pens, pencil, ruler, eraser, sharpener, calculator, scissors, colouring pencils, glue, and any other subject specific items such as a compass or protractor which might be needed to complete assignments
- Setting a good example by reading and writing yourself
- Staying in touch with your child's teachers
- Using the SMHW App to keep up to date on what homework is being set and when it needs to be completed by to ensure that it is handed in one time

Provide guidance:

- Understand and respect your child's style of learning
- Do they work better alone or with someone else? Do they learn best when they can see things, hear them, or handle them?
- Help your child to get organised. Does your child need a calendar or assignment book or a bag for books and a folder for papers?
- Encourage your child to develop good study habits (e.g. scheduling enough time for big assignments; making up practice tests)
- Do you talk with your child about homework assignments? Do they understand them?
- Do you and your child talk about ensuring that they do not copy other people's work without directly crediting them for the work?

This is known as plagiarism and the consequences of doing this can be severe.

Talk with someone at school when problems come up:

- If a problem comes up, do you contact the teacher?
- Do you support the teacher and your child's learning by helping your child to work out a plan and schedule to fix homework problems?

Appendix B

The Role of Students

Students are responsible for completion of homework to the best of their ability and on time.

Students should be encouraged to plan their programmes of study, to ensure that their workload is as evenly spread as possible.

Students should be encouraged to seek appropriate support to ensure that they are able to complete tasks set for homework.

Students must record all homework tasks in their Planner. This will include the title or a note that is an easy reminder of the task set, the date that it is set and date that it is due in. The rest of the information will be recorded on SMHW.

All students have access to SMHW.

Students have had training on how to access and make good use of the website, including their new log in details and have been informed of the new App that they can download onto their phones/tablets. They have also been informed that parents will also receive log in details and that as a school we will be requesting their parents support in monitoring homework in partnership with us.

Appendix C

Failure to Complete Homework

Any system to ensure the completion of homework must ultimately involve working in partnership with parents/carers and the pupils involved.

The following system should be used to ensure a consistency of approach across all departments:

1. If a student fails to hand in homework and meet a deadline then a break or lunchtime detention will be set by the class teacher. The student will be asked to complete the homework that they have missed during the detention.
2. Class teacher will record that the homework was "not submitted" on SMHW, so that parents are kept informed.

RATIFICATION DATE AND CHAIR'S SIGNATURE

Ratified/Signature:

Print Name:

Date: