

## **S34 HOMEWORK POLICY**

<b>Approved by Governors Access Committee:</b>	<b>March 2016</b>
<b>Approved by Full Governing Body:</b>	<b>April 2016</b>
<b>Next Review:</b>	<b>March 2018</b>
<b>Responsible:</b>	<b>Vice Principal: Achievements &amp; Standards</b>

### **What is "homework"?**

"Homework" is any work or activity which students are asked to do outside lesson time, either on their own or with parents or carers. It is an essential part of the learning process and we place a strong emphasis on it at The Bushey Academy. Staff are required to set and assess appropriate homework on a regular basis. All students across the age and ability range are expected to complete homework tasks. Parents/carers are encouraged to take an active role in the process.

### **Principles**

We believe that homework plays an important part in students' learning because:

- it encourages them to develop the skills, confidence and motivation to study effectively on their own; this is vital given the importance of lifelong learning and adaptability
- it encourages good time management
- it allows practice of skills learned in the classroom
- it extends academy learning, permitting more rapid progress to be made in the academy
- it may make use of outside interests and resources
- it may involve parents/carers and other adults in their work, improving home/academy and community/academy links

### **Guidelines to staff**

*Homework should be:*

- of quality rather than quantity;
- integrated into the departmental scheme of work where possible
- set regularly according to the academy's agreed timetable with reasonable deadlines
- followed up if not completed
- set for students with long-term absence (until other agencies become involved) or who are excluded

*Homework tasks should:*

- be varied and meaningful, and not regularly used simply for "finishing off" work begun in class
- be differentiated, where necessary, so that they are achievable by all students
- be set well in advance of the end of lessons to ensure that there is sufficient time for clear explanation and recording

- be appropriately assessed, in line with the academy assessment policy, and returned to students within a reasonable timescale

*Homework tasks could include:*

- |                  |                                 |                         |
|------------------|---------------------------------|-------------------------|
| • Investigations | • Making a short film/animation | • Attending a club      |
| • Interviews     | • Problem solving               | • Use of ICT            |
| • Essay writing  | • Watching clips                | • Projects              |
| • Research       | • Reviewing television/radio    | • Memorising            |
| • Practical work | • Listening                     | • Calculations/Numeracy |
| • Reading        | • Report writing                | • Designing/Making      |
| • Drafting       | • Simple experiments            | • Revision              |
| • Drawing        | • Practising a skill            |                         |

Homework is set on Show My Homework, a computer based application accessible by teachers, parents/carers and students. Through Show My Homework, all three of these groups are able to secure the effective and successful completion of all homework.

### **Years 7 and 8**

Students in these year groups receive two pieces of homework each week in each of English, Maths, Science and Languages. They receive one piece of homework each week in each of their other subjects. Each piece of homework lasts approximately twenty minutes.

### **Years 9, 10 and 11**

Students in these year groups are working at a more mature level and study fewer subjects. They receive two pieces of homework each week in each of English, Maths, Science and Languages. They receive one piece of homework each week in each of their other subjects. Each piece of homework lasts approximately one hour.

### **Years 12 and 13**

Students at this level undertake 3 hours of homework each week for each subject they study. In addition, in the Sixth Form students are expected to engage in out-of-lessons work that goes far beyond what is actually set for homework. In many cases, the grade achieved at the end of post-16 study will depend on how much reading around the subject, extra work or research a student undertakes during a course. There are no limits to this kind of work, although a sensible balance needs to be maintained.

### **Guidelines to students (See Student Advice)**

*Students are expected to take responsibility for their homework by:*

- asking the teacher to explain instructions again where necessary
- completing the set tasks and seeking help if they are having difficulty
- keeping to deadlines

### **Guidelines to parents/carers (See Parent/Carer Advice)**

*Parents/carers are asked to:*

- take an interest in their child's work and monitor Show My Homework regularly
- offer praise when their child achieves significant success
- give as much encouragement as possible
- inform the teacher, if there is a genuine reason for homework not done
- contact the Head of House if they have concerns about the frequency/quality of homework

## **HOMEWORK – PARENT/CARER ADVICE**

### ***What is “homework”?***

“Homework” is any work or activity which your child is asked to do outside lesson time. It is an essential part of the learning process and we place a strong emphasis on it at The Bushey Academy. Staff are required to set and assess appropriate homework on a regular basis. All students across the age and ability range are expected to complete homework tasks. Parents are encouraged to take an active role in the process.

### ***Principles***

*We believe that homework plays an important part in your child’s learning because:*

- it encourages them to develop the skills, confidence and motivation to study effectively on their own; this is vital given the importance of lifelong learning and adaptability
- it encourages good time management
- it allows practice of skills learned in the classroom and extends academy learning which permits more rapid progress to be made in the academy
- it makes use of outside interests and resources
- it may involve you and other adults in their work, improving home-academy and community-academy links

### ***What do we do about homework?***

- Teachers regularly set a variety of tasks or activities which need to be done partly or completely out of academy time.
- The tasks take different lengths of time to complete; some take an hour, some go on in stages for a number of weeks. In each week of term, students will normally have either a homework task or work that they can carry on with for virtually every subject they take. These activities arise naturally out of the work in the classroom. They are set according to the homework timetable which is published at the beginning of the year.
- Tasks have *deadlines* which are made clear to students.
- Teachers check who has met the deadline and will challenge any who do not. If a student often fails to do homework without good reason, parents are informed.
- Homework, if given in on time, is normally marked promptly and returned with appropriate feedback.
- As well as doing set tasks for homework, students are expected to develop their knowledge and skills independently. If, for some reason (such as teacher absence), a homework is not set, this does not mean that there is no work to do. Students should take responsibility for their learning by ensuring that all their work is up-to-date or by consolidating their knowledge and skills through use of text books or internet resources.

### ***What can you do to help?***

- Appreciate the need for independent study and try to provide a place for it, as free from distractions as possible.
- Support your child by showing an interest and giving encouragement; ask them to explain the work to you. This can develop their understanding and their reasoning skills.
- Help them plan their time and organise themselves so that they remember to bring to the academy each day the materials that they need, and to *take home* the work they need to do each evening.
- Check Show My Homework regularly.
- Inform staff if there is a genuine reason for homework not done.
- Encourage your child to catch up on work missed due to absence.

## **HOMEWORK - STUDENT ADVICE**

### ***What is "homework"?***

"Homework" is any work or activity which you are asked to do outside lesson time, either on your own or with your parents/carers. It is an essential part of the learning process and we place a strong emphasis on it at The Bushey Academy. Your teachers are required to set and assess appropriate homework on a regular basis. All students across the age and ability range are expected to complete homework tasks and your parents are encouraged to take an active role in the process.

### ***Why do you get homework?***

The main reasons are:

- you learn how to plan and organise your work
- it helps you learn how to work on your own, and to think and try things out for yourself
- it helps you learn how to use time effectively and to meet deadlines
- it gives you the chance to practise what you have done in class, or to do some background work that will help you understand what is coming next
- it encourages you to use resources that can be found outside the academy
- it involves people outside the academy in your work: parents and others can work with the academy and help you make progress in your learning
- if it is done properly, you will learn more

Homework is generally set in line with the published homework timetable. If you have not been set homework for some reason (e.g. the teacher was away), this does not mean that there is no work to do. You must take responsibility for your own learning and progress by ensuring that all your work is up-to-date, by catching up on work missed due to absence or by consolidating your knowledge and skills through use of text books and internet resources.

Here are some ideas to help you do your homework successfully:

### **Before you do your homework:**

- Make sure you know what you are meant to be doing and why you are doing it.
- If you think you are going to struggle to do the work set, talk to your teacher about it or ask for help at Homework Club; do not do nothing.
- If you have a number of things to do, ask yourself which it is important to do first, second and so on, and plan your time carefully.

- Choose a suitable time and place and, if possible, make sure you have all the books and equipment you need when you sit down to work; try to work somewhere where you will not be disturbed or distracted.

**While doing your homework:**

If your work is taking a long time, give yourself a short break, and go back to it with a fresh mind.

- Take pride in all your work. Don't just do the bare minimum in the shortest possible time.

**After doing your homework:**

- Check it.
- Hand it in on time.

**Every day:**

- Check Show My Homework to see what you need to do.
- Check the exercise books you have used during the day, stick in loose sheets and finish off any underlining, dates, titles etc. whilst the lessons are fresh in your mind.
- Pack your bag with everything you need for the next academy day.