

## BURNSIDE HOMEWORK POLICY 2018-2019

# EMPOWERMENT & ENGAGEMENT

### RATIONALE

We aim to encourage confident, autonomous learners who develop independent skills of enquiry, evaluation and creativity. To support and reinforce this, we will deliver an effective, well-managed homework programme, which helps students to develop the skills and attitudes required for successful, life-long learning. The homework programme is an integral part of the curriculum, systematically differentiated to target different learning needs and abilities, to aid student progress. Regular setting of homework aims to encourage students to develop the skills, confidence and motivation needed to become effective independent learners.

It is also important because it is the main channel by which education can become a shared responsibility between home and school, allowing parents and carers to support their children as well as being informed of their programmes of study.

### AIMS

Homework should:

- Develop the ability to work independently
- Provide opportunities for demonstrating understanding **and consolidation** of work done in class;
- Develop skills of personal organisation, **time management, revision** and study **skills**;
- Encourage an ethos of high achievement and self-motivation towards academic progress

### OBJECTIVES

#### For students

It is the responsibility of each student:

- To write details of homework set in their planner, with the deadline clearly stated and confirmation of whether task is completed or not
- To organise out-of-school time to ensure that homework is completed to the best of their ability
- To ensure the homework is fully understood/seek help
- To organise their time out of school to ensure that all homework is completed to a suitable standard
- To submit all homework in on time to the deadline set by the teacher

#### For Parents and Carers

- To check and sign the student's planner to verify that homework has been completed
- To support their child in completing the homework by providing a quiet study area wherever possible. To check that adequate time and attention to detail is spent on homework tasks
- To contact the School if there are any concerns regarding their child's homework

#### For Teachers/Tutors

It is the responsibility of each subject teacher to set homework according to the policy and:

- To ensure that students understand that homework, completed well, will improve progress
- To devise homework tasks to complement or extend, not just complete, knowledge, skills and understanding learnt in class
- To ensure that homework is appropriately differentiated for all students, taking into consideration baseline data as well as different learning styles
- To ensure that homework tasks set are fully understood by all students, with clear expectations and deadlines set;
- To ensure that students write the details of the homework task correctly in their planner, on day set
- To ensure that homework is regularly marked and assessed according to School policy, informing students what skills they have attained and how they further improve their knowledge, skills understanding
- To ensure that homework and the submission deadline is written in the student planners;
- To keep records of homework set and grades attained and is consistent with what is on show my homework.

#### **For the Deputy Headteacher and Leadership**

It is the responsibility of the Deputy Headteacher:

- To ensure that there is a coherent homework policy for the subject, displayed in the Staff Handbook;
- To provide examples of successful homework tasks and support on how to raise submission levels, displayed in the handbook
- To ensure that homework is an integral part of their curriculum, specified in schemes of work and lesson plans;
- To ensure that homework is appropriate in quality and quantity for all ages and abilities through regular planner and book look monitoring
- To ensure that this is consistently applied by all members of the School and to take action where this is not happening
- To monitor the quality of homework set through lesson observations, analysis of homework records and work scrutiny
- To review the policy annually with their subject teams and ensure feedback to the leadership group is clear

#### **Facilitating homework**

In order to maximise the potential of students completing and submitting their homework on time, the following guidelines should be used:

- ALL homework tasks are to be recorded in the student's planner
- Homework tasks to be introduced during the beginning stages of the lesson (where possible) and referred to throughout. This will raise the profile of the importance of homework, as well as allow the teacher to deal with any misconceptions, and check that students have recorded necessary details accurately.

Details of the task must be presented on the white board, not delivered verbally where possible, the use of menu style in order to develop student engagement.

Expectations of the task must be made explicit to the students:

- ✓ Form (graph/diagram/leaflet/diary/list

- ✓ Text type (review/report/instruction/explanation/analysis/evaluation)
- ✓ Audience (who is it for? Age group/gender etc)
- ✓ Language style (formal/informal)
- ✓ Length of task (e.g.1 side of A4)
- ✓ Challenge and high expectations
- ✓ Students to be informed of the assessment objectives by which their work will be graded
- ✓ Students to be encouraged to proof-read their work and correct before submitting their work
- ✓ Opportunities should be taken to allow for self and peer assessment of homework, using clear student friendly assessment criteria

Reviewed by: Catherine Davies Executive Headteacher June 2018.

Next review: 22<sup>nd</sup> July 2018.

Date when the student was mentored regarding the importance of demonstrating these skills in preparation for work and success in life:

Date:

Student Name (printed):

Student Signature:

Date:

Parent/ Carer Signature:

### Homework Student Tracking

	HW Quality/ Expectations			Presentation			Meeting Deadlines		
	Below	At	Above	Below	At	Exceptional	late	On time	Early
End Week 1									
End Week 2									
End Week 3									
End Week 4									
End Week 5									
End Week 6									
End Week 7									
End Week 8									
End Week 9									
End Week 10									
End Week 11									
End Week 12									

**Record of Actions** (meeting/contact home/sanctions/rewards/feedback to student)

<b>6 Week Review</b>	<b>Date:</b>	<b>Impact of tracking and actions</b>
<b>12 Week Review</b>	<b>Date:</b>	<b>Impact of tracking and actions</b>

**This record must be kept in the student tutor file and concerns referred to the Deputy Headteacher**