

Swanmead Community School



Homework Policy

DATE OF POLICY: November 2015
REVIEW DATE: November 2016

PERSON RESPONSIBLE:
Senior Teacher (Teaching, Learning and Curriculum)

Homework Policy.

1. **Homework refers to activities which pupils are asked to do outside lesson time, either on their own or with parents or carers.** (DfEE definition 1999)
2. **The aim of homework** is to:
 - Promote self-discipline and self-motivation.
 - Encourage and develop independent learning.
 - Develop, reinforce and utilize various skills and knowledge.
3. **Guidelines to setting homework.**
 - 3.1. Each subject area will publish on the school website, the topics or areas that will be studied by each year group, over the year. This is to provide pupils and parents with the context for the homework.
 - 3.2. At Key Stage 2, homework will be set, where possible, according to a published timetable. At Key Stage 3, homework will be set when relevant. There will not be a schedule to allow flexibility, and to support the homework aims (see above).
 - 3.3. The amount of homework will vary according to the age and ability of the pupil. At Key Stage 2 pupils will have no more than 30 minutes per week per designated subject. At Key Stage 3, this remains flexible but teachers will use their professional judgment as to how much homework will be given.
 - 3.4. Pupils need time to record their homework and if applicable, time should be allocated to check that all pupils understand the task. The **completion deadline** must also be recorded. All pupils should be given the opportunity to complete set work over at least a minimum of two school days.
 - 3.5. The option may be given for a pupil to complete homework during lunchtime, especially when access to specialist equipment or facilities is important. This could be through homework club, ICT club or a designated classroom under adult supervision, especially when group work is entailed.
 - 3.6. The member of staff setting the homework, will ensure some form of acknowledgement that the task has been done, e.g. marking, testing, presentations etc.
4. **Dealing with pupils who fail to do homework**
 - 4.1 Pupils should be made aware that appropriate sanctions will automatically follow failure to do homework, unless there are mitigating reasons. A teacher will use their professional judgement when responding.
 - 4.2 Appendix 1 demonstrates the procedure teachers are expected to follow.

- 4.3 If pupils fail to hand in their homework on the set date they will receive a yellow sticker in their planner reminding them to hand it in the next day.
- 4.4 If pupils fail to hand in their homework after the yellow sticker has been given they will receive a red sticker. This is then recorded on SIMs.
- 4.5 It is down to the teacher's discretion whether they expect the pupil to stay in and complete the homework.
- 4.6 When a pupil receives three red stickers (these can be from any subject) this results in an after school detention which is actioned by a member of the Senior Management Team. Parents will be informed via a telephone call or a standard letter.
- 4.7 Tutors will monitor the quantity of yellow and red stickers in planners during their weekly signing sessions. Any child who is trying to benefit from the yellow stickers and using them to gain an extra day to do their homework will be identified. In this situation, tutors and parents should agree a course of action to reduce the number of yellow stickers (e.g. attendance at homework club). If the behaviour persists, the tutor will action a referral to the head teacher who will contact the parent to discuss their role in this aspect of the home-school agreement.

5. **Monitoring and evaluation**

- 5.1 All staff are responsible for ensuring monitoring via the pupil planner. The Senior Management Team will monitor the effectiveness of the policy.
- 5.2 Tutors must focus upon monitoring homework as an item during tutorial time. Check to see that pupils are recording homework properly, that Section 3 of the policy is being followed and that the schedule is not causing undue stress to pupils. As a result of their monitoring the tutor may:
 - set individual targets for a pupil and agree a monitoring strategy
 - contact the parent/guardian/carers if homework is becoming an issue
 - discuss any issues with the subject teacher or member of SMT as appropriate.
- 5.3 The Senior Management Team will select a random sample of planners from across the key stages to monitor pupil and tutor compliance once a term.
- 5.4 The Senior Management team will monitor homework on a systematic basis each term, relating to targeted pupil groups.
- 5.5 **Governor monitoring and evaluation.** The Senior Management Team will report key issues arising from team monitoring to the Governing Body.
- 5.6 Pupil and parental views will be sought using an annual questionnaire sample, organised by a member of the Senior Management Team.

Monitoring and evaluation

The Homework Policy is monitored and evaluated through a biennial review process involving the appropriate member of the Senior Management Team and the Governing Body.