

Littleport and East Cambs Academy

HOMEWORK PROCEDURES

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1. THE PURPOSE OF HOMEWORK

1.1. Homework is set to:-

- consolidate, reinforce and extend the skills, knowledge and understanding developed in the classroom;
- enable students to meet the demands of KS4 + Post-16 coursework assignments;
- prepare students for school and public examinations;
- Develop in students the self-discipline to manage time to meet deadlines.

2. THE SETTING AND ASSESSING OF HOMEWORK AT DIFFERENT KEY STAGES

2.1. Key Stage 3

During Key Stage 3 we believe that it is important homework

- Develops the students understanding
- Challenges and extends students
- Develops independent learning skills

2.2. Academic homework

- All Subjects set homework
- Homework will consist of mastery tests which will be set regularly by the teachers
- The details for the homework will be put on the academy's Go4Schools Site
- The homework will have clear success criteria for assessment.
- The average time per week will not exceed 1 hour per subject
- Homework should be tested in class and marks given in line with Whole Academy Marking policy.

2.3. Key Stage 4

During Key Stage 4 and post-16 we believe that it is important homework

- Develops the students understanding
 - Challenges and extends students
 - Develops independent learning skills
 - Prepares students for examinations or assessed assignments
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- All Subjects set homework
 - At KS4 homework will consist of primarily substantial homework booklets which will be set by the teacher once every four weeks.
 - The homework will have clear success criteria for assessment.
 - The average time per week will not exceed 1 ½ hours per subject
 - Homework should be assessed and returned to students with meaningful feedback in line with in the Whole Academy Marking policy.

2.4. Differentiation and meeting individual needs

We should ensure that a variety of tasks are set for homework. Departments should discuss suitable homeworks. Tasks should be carefully differentiated to meet the learning needs of students but some homework may be common across sets/classes in a year group for the purpose of summative assessment. In producing homework booklets teachers need to be aware of SEND students and provide suitable activities that are accessible to the individual.

3. HOMEWORK AND STUDY SUPPORT

3.1. The Role of Parents

Most students will complete their homework at home. Parents are therefore in a position to offer vital support and encouragement in this area. Parents can provide this support and encouragement by:-

- providing a suitable quiet space in which their son/daughter can work;
- talking with their son/daughter about their homework, the standards they are achieving and the importance of carrying out homework tasks;
- checking deadlines and helping their son/daughter manage their time successfully so that these deadlines are met;
- praising their son/daughter for successful completion of homework;

The ways in which parents can support and encourage students in the area of homework will be clarified through;

- the Home-School Partnership Contract;
- newsletters;
- Go4Schools
- contact with the home by subject teachers and pastoral staff;
- discussions at parents' evening.

3.2. Homework Club

The Learning Resources Centre will be available from 3pm to 4pm for homework.

Computer Rooms are open after school for study support.

Students who persistently fail to complete homework will be actively encouraged to attend Homework Clubs by contacting home.

3.3. Extra Study Clubs

Many subject areas run revision clubs for students. Parents are notified of students for whom attendance at these is desirable.

4. MANAGING THE POLICY AND PRACTICE

- Student planners and Go4Schools are the key features of the homework strategy.

- All students copy this into their planners
- Each planner is checked on a weekly basis by the Form Tutor. Form Tutors check on a daily basis that planners are present and issue day sheets if absent.
- Homework will be available to parents on Go4Schools
- Subject teachers communicate with parents and Form Tutors when homework is not done
- Teachers discuss with students issues surrounding the non-completion of homework.

5. **MONITORING AND EVALUATION**

- Class teachers are responsible for monitoring the quality, quantity and frequency of homework set in their subject area. Departmental work scrutinies will support this.
- Heads of Faculty/Department are responsible for monitoring that subject teachers are following the procedures for 'managing the Policy and Practice.'
- Heads of Faculty/Department are responsible for monitoring that subject teachers are following the Academy/Faculty Marking policy when providing feedback on Homework.
- Periodically, or when requested, Senior Leaders will check to ensure that students have their diaries or planners with them in lessons.
- Senior Leaders will be responsible for monitoring the effectiveness of the Homework Policy across the Academy. This will involve monitoring selected students, monitoring a year group, sampling exercise books and assignments and checking diaries.
- Heads of Faculty and Senior Leaders will review the Homework Policy annually. Parents may also be involved in such a review, for example, through the administration of a questionnaire or through discussions with parent governors and members of the Parents Forum.