



HOMEWORK POLICY

St John's Catholic Comprehensive School

OUR MISSION STATEMENT

*Excellence for all
Service to others
Inspired by Christ*

*Reviewed and ratified by the Full Governing Body
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St. John's Catholic Comprehensive School

Homework Policy

Homework is any work or activity which students are asked to complete outside the timetabled curriculum, either independently or with parental / carer support. It promotes learning beyond the school day, develops students' study skills and is crucial in raising student achievement. Homework is an integral part of the St John's curriculum and is carefully planned and integrated into the scheme of work of each curriculum area.

Not all homework is done at home; in fact, for some students who find it hard to work at home, or for some tasks which may require resources (books, software, equipment) more readily available at school, it is necessary or desirable to carry out the task at school. St John's ensures opportunities are available for all students to complete homework in school, outside of normal lesson times.

The Purpose of Homework

- To encourage students to develop the confidence and self-discipline to work independently
- To encourage enjoyment of learning
- To consolidate and reinforce skills and understanding
- To enable students to devote time to particular course demands, including project work and preparation for controlled assessments
- To engage parental co-operation and support
- To create channels for home-school dialogue

Expectations: The Frequency and Amount of Homework

Students are supported and subsequently expected to manage their time effectively to ensure homework is completed and handed in on time.

St. John's recommends that students spend the following amount of time completing homework each week:

Key Stage 3	5 hours per week. (Up to 1 hour per core subject and 30 minutes per foundation subject each week)	Some project-based homework may be set over a longer period of time.	St. John's promotes the independent learning of students across all key stages. Pupils are encouraged to devote additional time to their studies for all subjects in order to achieve the best outcomes, and prepare them for life outside of a classroom environment.
Key Stage 4	7 hours per week. (Up to 1 hour per subject each week)	This may increase for those students studying only BTEC and GCSE courses as their option subjects.	
Key Stage 5	12 – 16 hours per week. (Up to 4 hours per subject each week)	Pupils are expected to devote additional time at key stage 5 to independently enhance their knowledge and understanding of the subjects being undertaken.	

Students are expected to write their homework timetable into their diary, and use Satchel One as a tool to access homework tasks and accompanying resources / guidance; students are expected to complete their homework, including during periods of absence.

Types of Homework

It is important that students have frequent and increasing opportunities to develop and consolidate their competencies as independent learners

Homework activities may include:

- Written assignments, including drafts and final submissions
- Consolidation activities, including revision
- Preparation for formal and informal oral presentation
- Reading, in preparation for a future lesson
- Selecting and retrieving information / investigations / researching a project
- Designing and making activities
- Reading a library book, or prescribed text
- Developing awareness and understanding of current affairs
- Completion of past exam questions
- Practising the skills required for playing a sport or musical instrument, or sketching
- Using websites to aid revision

Organisation of Homework

All students have a Student Planner / Diary which should be carried with them at all times, and placed on the desk by the student at the start of every lesson. Students are responsible for recording their homework in the diary, and parents / carers and form tutors are expected to sign the diary weekly.

All homework is also recorded by subject teachers on Satchel One. Information on how to access and use Satchel One is shared with pupils at the year 7 Parents Evening. Log in information for new year 7 pupils is distributed during enrolment day. Parents / Carers can access Satchel One via the app, the website (www.satchelone.com) or through the Satchel One icon on the school website.

Non-Completion of Homework

When homework has not been completed, appropriate sanctions will be set by the subject teacher. This could include a breaktime, lunchtime or after-school detention. Parents / carers will receive twenty four hours' notice of an after-school detention in writing via their child's diary so they can make appropriate arrangements for their child to get home safely. Subsequent non-completion of homework will result in escalated sanctions at departmental level.

Incentives

- The school recognises good quality work through the award of good comments
- High quality homework and a good work ethic is praised in class in sensitive fashion.
- Where appropriate, completed homework is used as display work to celebrate achievements and share exemplar work with other students

Monitoring and Evaluation of Homework

Department Leaders are responsible for ensuring homework is set, collected and marked by the subject teachers.

Form tutors are responsible for identifying students who are failing to record homework in their diary.

Year Leaders / Pastoral Managers will be informed of students regularly failing to complete homework or meet deadlines, and will meet with the appropriate student to apply sanctions or support as necessary.

The Senior Leadership Team undertake learning visits and book looks throughout the academic year; they will look at students' books and diaries, and ask them about their experiences of homework.

School's Responsibilities

- The subject teacher is responsible for setting the homework in accordance with the homework timetable, and ensuring it is marked in line with school policy. This will incorporate self-assessment / peer-assessment, or the teacher marking the work themselves. The teacher will instruct students to record the homework in their diary, and will upload the homework and any additional resources to Satchel One (the website link can be found on the St. John's webpage) in good time for students to complete it by the set deadline
- Department Leaders are expected to monitor the quality and quantity of homework set by monitoring Satchel One, students' diaries, and / or students' exercise books.
- Department Leaders are responsible for ensuring all teachers within their department are setting appropriate homework regularly and marking it in accordance with **St. John's Marking Policy**.
- Homework will normally be set to ensure students have more than one evening in which to complete it. This allows the student to plan their time, participate in out-of-school activities, and still be able to complete their homework to the best of their ability. However, due to the number of lessons allocated to core subjects, students may also, in certain instances, be expected to complete homework for the following day if that is when the next lesson takes place.
- St. John's ensures opportunities are available for all students to complete homework within school, outside of lesson time, where required or desirable.

Parents' / Carers' Responsibilities

- Parents / carers should support students with their homework; as students progress from year 7 to 11 and beyond, students are expected to become more responsible and independent in completing their homework
- Parents / carers should try to provide a suitable environment for students to complete their homework, or encourage students to use the school facilities
- Parents / carers should provide students with basic supplies to complete their homework – paper, pencils, pens, markers, a ruler etc.
- Parents / carers should encourage students to meet homework deadlines; be proactive in monitoring their child's diary to ensure this is the case.
- Parents / carers should value the homework provided by St. John's and support the school by reinforcing its importance in helping the student to progress.
- Parents / carers should monitor the quality of the homework to ensure it reflects the time spent on the task and the ability of the student.

Students' Responsibilities

- Students should have their diary with them every day, and place it on the desk at the start of every lesson.
- Students should record the homework and deadline date in their diary, even if they have written it in detail in their exercise book.
- Students must accept that homework deadlines are to be met and ensure the homework is completed handed in to meet this deadline.
- If absent, students are expected to complete the homework by either asking the teacher or a friend about the work they have missed or by accessing Satchel One ensuring, wherever possible, it is still completed by the deadline set.
- Any problems regarding the homework should be resolved prior to the deadline. If necessary, students should seek a member of staff for assistance.
- Students should take pride in their work, and complete their homework to the best possible standard.