



NEWMARKET ACADEMY

# **HOMEWORK POLICY**

**January 2019**

<b>Policy Title</b>	<b>Homework policy</b>
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## Contents

• Rationale	3
• Aims	3
• Definition of homework	3
• Effective homework at Newmarket Academy	3
• Quantity of homework to be set	4
• Leadership and management of homework	4
• Academy standards of presentation of work	6
• Improvements in effectiveness of homework at Newmarket Academy	6
• Monitoring and evaluation	6

## **At Newmarket Academy we believe that**

- Homework is an integral part of learning at Newmarket Academy.
- Homework is a powerful learning tool for extending the range and depth of a student's knowledge and understanding as well as encouraging independent learning and self-motivation.
- Homework is an important aspect of a student's learning journey.
- It is a vital tool in the development of independent learning skills and a method to consolidate the learning that has taken place in class.
- We believe that learning outside the classroom is the right way to extend, deepen and widen understanding of the curriculum and thus ensure that every student can become a successful learner.
- Homework should be tailored to suit all students, enabling full access to the benefits of learning outside the classroom.

## **Aims**

- To promote effective homework across all years
- To raise standards of attainment and achievement by enhancing the quality of homework set.
- To engage parents and carers in the learning process

## **Definition of homework**

Homework refers to any learning task which a student is asked to do outside the classroom. It should be differentiated for student ability.

Examples may include:

- research
- preparation for class
- completion of past examination questions
- coursework

## **Effective homework at Newmarket Academy**

To be effective, homework needs to be relevant, fit for purpose and accessible to all students.

Effective homework:

- encourages students to develop the skills, confidence and motivation needed for independent learning and overall achievement
- extends class based learning
- engages parents and carers in students' learning and informs them about the work students are doing
- manages particular learning demands

## **Quantity of homework to be set**

- Students at KS3 will receive up to 6 hours of homework each week.
- Students at KS4 will receive up to 9 hours of homework each week.
- Each piece of homework set should take between 30-45 minutes to complete at KS3 and 45 – 60 minutes to complete at KS4.
- Some homework tasks may take the form of extended projects that span two or more weeks. Here the expectation is that students spend the equivalent amount of time on their project.

## **Leadership and management of homework**

It is the role of the Senior Leadership Team (SLT) to:

- Support the development, implementation and marking of homework across the school through their link departments
- Monitor the setting, marking and effectiveness of homework in their link departments
- Set the procedure to be followed by all staff for students not completing homework

It is the role of the Head of Department to ensure that:

- Their department is active in discussions on the role of homework across the school and lesson plans and schemes of work include homework and learning outcomes
- The promotion, setting and completion of homework is included in the regular cycle of monitoring of teaching and learning and departmental self-review
- Teachers within their department are provided with and have access to suitable homework materials and tasks

Role of Teaching Staff - all teachers are asked to ensure that:

- All homework is marked and assessed and returned within a reasonable time, normally one cycle of the timetable or sooner in the case of short, frequently set tasks
- Longer homeworks or extended GCSE work are staged to allow interim marking and pointers for improvement
- Students record their homework and the date for completion in their planners at the start of or during the lesson
- No student is disadvantaged in the use of ICT at home
- The homework set extends learning and skill development
- Homework is differentiated to match the differentiated learning opportunities in class
- Students understand the nature and purpose of the homework set
- Good homework is acknowledged and rewarded in the same way as good practice in lessons
- All non-completion of homework is recorded on the SIMS system and followed up through school procedures

Role of Tutor - all tutors are asked to:

- Encourage students to see homework as an extension of their learning
- Monitor the recording of homework in planners
- Help students plan time effectively so that homework is completed on time and to a high standard
- Alert Head of House to lack of recorded homework
- Liaise with parents/carers

Role of Student

Homework is an integral part of learning - students are expected to take this on board and to:

- Record homework in planners accurately and in full
- Set up a schedule for completion of homework
- Complete the homework task to as high a standard as possible by the date given
- Expect to be praised for a piece of outstanding homework in the same way as they would for a good piece of class work or coursework
- Expect homework to challenge their learning skills and understanding
- Know that their teachers will impose a sanction if they do not complete their homework
- Keep parents/carers informed about the homework set, involving them whenever possible but not allowing them to do the work
- Use the “after” homework clubs at school especially if they need extra support with a piece of work
- Expect their homework to be marked and returned within a reasonable time period

Any concerns should be discussed with Tutors.

Role of Parents/Carers

Learning is a partnership between home and school. All parents/carers are encouraged to:

- Show regular interest in their child’s work by checking the planner as often as possible (at least once a week) and talking to their child about the work set and its relationship to what is being studied in class
- Provide a quiet, private space for study at home. Students need space for reflective learning and concentration
- Encourage their child to use homework clubs and the Library at school if this is not possible
- Help their child plan time effectively so that all homework is completed and handed in for marking by the given date
- Work with their child by encouraging research, opportunities for learning and access to relevant and safe ICT sites
- Read through books and files to understand the nature and quality of work and to acknowledge where and how their child has made progress

- Let their child's Tutor know of any concerns about the homework being set, through a note in their planner
- Indicate when a child has spent the allotted amount of time on the homework but has been unable to complete the task.

### **Academy standards for presentation of work**

When working in your books and/or on homework, you are to follow these key instructions:

- The TITLE should be written at the top of the work
- If you are asked to write the title then this should be underlined using a ruler
- All work should have an underlined date written on the right hand side
- All drawings should be in pencil using a ruler where required
- Make sure you read the feedback and respond in green pen
- You must use every page in your book. Only start a new page when your teacher instructs you to do so
- If you make a mistake, put one neat line through the error
- Answer in full sentences unless otherwise stated
- Do not write out the questions unless you are instructed to do so
- Felt tip pens should not be used in your books
- Your handwriting should always be the best that you can do
- Always check your work carefully before you say you have finished
- Underline your work before you go onto the next piece of work
- Ensure all additional sheets (hand-outs; worksheets etc.) are glued into your book neatly

If you follow these guidelines then the presentation of your work will improve.

### **Improvements in effectiveness of homework at Newmarket Academy**

Key pointers for success:

- Decrease in number of students recorded on SIMS for incomplete or poor homework
- Learning conversations demonstrate progress through students following staff advice on how to improve a piece of work

### **Monitoring and evaluation**

Monitoring and evaluation of the implementation of this policy shall be conducted by the Leadership Team and reported to Governors to inform review.