

St Benedict's Catholic High School

HOMEWORK POLICY

Aims

- * To encourage individual study and pupil responsibility for own learning.
- * To develop organisational skills.
- * To provide opportunities for individual development.
- * To emphasise learning skills within different environments.
- * To give opportunities for extended studies.
- * To consolidate work done at school.
- * To enable pupils to make use of materials and sources of information which are not available in the classroom.

Objectives

In keeping with all work set, consideration must be given to:

- a) Breadth - as many areas of the curriculum as possible should be included within homework tasks.
- b) Balance - approaches to study should be realistic. Individual problems should be catered for.
- c) Differentiation - care must be taken to set a range of tasks.
- d) Relevance - work should be appropriate to pupil needs and conditions of working.

Organisation of homework

1. Homework should be set according to the timetable given in late September each year. Pupils are responsible for noting subject, work set and return date in their school diaries. Subject teachers should check that this is done and form tutors should monitor diaries regularly. Both teachers and parents are encouraged to make comments (including celebratory ones) within the diary, and are requested to sign diaries each week.
2. Pupils in Years 7 and 8 are expected to spend one hour each evening doing homework. In year 9 one and a half hours' work is expected and in years 10 and 11 pupils should be studying for at least two hours each evening and spending part of the weekend studying so that a weekly total of 15 hours' work should be achieved.

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Types of homework

1. Writing e.g. essays, notes, answers to questions.
2. Reading e.g. text-books, stories, poems, library books, magazines, newspapers.
3. Investigation and research to find out about special topics.
4. Completion of class work. Re-drafting.
5. Speaking to practice oral work done in class e.g. in French, Spanish and English.
6. Simple scientific experiments.
7. Preparation for tests.
8. Practice and development of new skills and concepts.
9. Thinking and planning e.g. preparation of talks, problem-solving etc.
10. Project work/coursework.

Conditions

Pupils should be encouraged to complete homework at a time and in a situation which suits their needs, their family's needs and the requirements of the task.

They should be aware of the **disadvantages of:**

1. Working in a classroom at break or lunchtimes (unless it is official think club), on buses or in front of the television set.
2. Working where there are major distractions at home.
3. Working very late.
4. Leaving work until too close to the deadline date.
5. Attempting too many similar tasks in one time span.

and of the **advantages of:**

1. Working out a routine which utilises individual high quality learning times.
2. Taking a break during long sessions.
3. Arranging targets/rewards to help in attaining an objective.
4. Prioritising work.

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5. Limiting outside activities, including social networking websites if there is conflict with workload.

Younger pupils should not need to cancel leisure activities.

Older pupils who undertake part-time employment may like to consider restricting their working hours. This could and should be discussed with parents, form tutors and, if necessary senior members of staff.

The Parents' Role

It is very important that parents, pupils and teachers work together to provide the best conditions for homework. Parents may also like to help by:

- * encouraging and supporting.
- * signing school diaries.
- * looking at exercise books regularly.
- * testing.
- * listening both to oral preparation and to spoken "performance" of written work.
- * encouraging reading and helping children to find appropriate books.
- * sharing skills and knowledge.
- * asking for an explanation of activities/discussing the work set.
- * providing a suitable working environment.
- * contacting their child's tutor if there are any problems.
- * parents are given a homework guidelines
- * monitoring use of computer

Rewards for the Excellent Completion of Homework

- * Praise by subject teacher/peers.
- * Merits.
- * Comment to form tutor, head of department, pastoral head and/or headteacher when appropriate.
- * Comment in school diary for parental praise.
- * Display.
- * Certificates of achievement.
- * Inclusion within individual portfolio.
- * Personal satisfaction to be noted within goals in school diary.
- * Letter home informing parents of excellent consistent performance.

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Sanctions if homework is not completed or done badly

1. Poor marks.
2. Repetition.
3. Extra assignments.
4. Comment in school diary for parental action.
5. Comment to form tutor.
6. Detention either after school or at break/lunch time.
7. Letter home to parents.
8. Discussion with head of department.
9. Referral to pastoral head.
10. Referral to headteacher if necessary.
11. Parents invited in to discuss problem.

Monitoring and assessment

Teachers should keep records of homework set, particularly noting homework for which pupils will have no written evidence. Written homework should be clearly marked as such by pupils in their books. Each department will establish the monitoring and assessment procedures best suited to their particular area. Reference should be made to the school's agreed Marking Policy / Literacy Policy / Numeracy Policy.