



HOMework POLICY

Committee Responsible	Collaboration Committee Curriculum & Achievement Committee
Reviewed by	Raj Patel
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BENTLEY WOOD HIGH SCHOOL HOMEWORK POLICY

Bentley Wood High School acknowledges the essential role of homework in developing the full potential of every student. Homework is set on a regular basis for all student and all students will be supported to meet the requirements set.

Aim:

To develop the full potential in all our students as curious learners, eager to explore and improve their understanding beyond the classroom. To support the delivery and smooth running of the curriculum at all key stages. Enhancing learning in lessons, and further developing our students as independent learners and thinkers.

The success of homework is a collaboration between teachers, students and parents. High expectations of quality of homework set, quality of homework completed on time, families engaged with their students organising and completing tasks. Students should be engaged in the variety of tasks set and should feel their efforts in producing outstanding homework is celebrated and rewarded. Successful communication within this collaboration is essential.

Homework is broken down into three parts, ensuring all students have the opportunity to work independently following a lesson to become fully prepared for the next lesson.

CAP

The three parts are as follows:

1. **Consolidate:** Reviewing or practicing independently what has been done in lessons.
2. **Application:** Applying knowledge from lessons, maybe with an exam style or problem-solving nature.
3. **Prepare:** Reading ahead or directed to research areas, to prepare for a forthcoming lesson and/or new objective.

Responsibility of students

- To check Teams and their Calendar for scheduled homework.
- To record homework in link book when directed by teacher.
- To complete homework tasks set by teacher to a high standard and hand in by the agreed deadline.
- To approach the teacher before the lesson if the homework set is causing difficulties.
- To accept direct support if organisation and completion of homework becomes a challenge.

Responsibility of the class teacher

- To make sure a three-part homework is set regularly for all students according to the homework schedule and time allocation directed by the Heads of Year and released to parents.
- To ensure communication about tasks set and completion deadlines are clear through the use of the TEAMS and/or jotted down by the student in their link books.
- To check students are completing tasks regularly and to a very good standard.
- To sanction and support students who are failing to complete homework tasks
- To celebrate and reward students whose homework is always done to the very best standard possible for that student.
- Communicate with parents, head of department and head of year when lack of homework becomes a problem with individuals.
- When absent still keep the expectation of homework being set high.
- Ensure that all homework set is checked and records are kept on the quality of homework done.

Responsibility of Head of Department

- Heads of department will formulate their own methods for marking, evaluating, sanctioning and rewarding students for homework completed. This will combine guidelines given in policies and in the staff handbook and specific needs on individual subjects. They will ensure all members of their team follow these guidelines.
- Heads of department will ensure homework is reviewed and improved upon as part of a MER review cycle.

Responsibility of Heads of Year

- Prepare a homework timetable aligning to the student's weekly timetable. Where possible homework will be set on the night of the lesson. This timetable will be issued to the students through their tutor and also directly to parents and carers.

Approximate time allocation for homework should be as follows:

Year Group	Homework allocation guidance
Year 7 and 8	3 subjects of 25 minutes each night - 4 at weekends
Year 9, 10 and 11	3 subjects of 30 minutes each night - 4 at weekends
Year 12 and 13	5 hours per subject per week set over the course of two days.

Heads of Year will advise parents at the start of the school year by letter and through parent engagement evenings and meetings will establish:

- Reasons for setting homework;

- Importance of regularity of homework;
- Advice on the appropriate environment for homework;
- The need for parents to check homework on completion;
- The purpose and use of the Link Book;

Teaching staff will be advised by the Head of Year of the homework timetable for their year group.

Teaching staff will set homework on all scheduled occasions and ensure that it is entered in the Link Book. Absent staff should attempt to include homework as part of their cover work whenever practicable. All homework set should be placed onto our online homework system.

Where homework is scheduled to extend over more than one period, this must be clearly entered in the Link Book of continuing dates. Pupils must **not** enter "no homework set" unless this is a record of teacher absence.

Staff should ensure that all students are fully briefed on and understand homework set. Sufficient time for this task should be included in lesson plans.

Tutors should check Link Books regularly. Tutors should advise students that they must report any parental comment to them immediately. Tutors should copy such comments to the Year Head immediately.

Teaching staff should ensure that all homework set is marked in line with school and departmental marking policies.

Heads of Department will formulate their own methods of marking and evaluation.

Middle Leaders to have an outline/summary of implementation.

Homework Scores

Homework (5* - 1*)

- 5* Outstanding - really goes the extra mile - above and beyond our expectations
Exceptionally high quality, when compared to your target level, with an approach that goes beyond the expectations of the teacher. Homework always handed in on time.
- 4* Consistently meeting expectations
Very good quality, when compared to your target level with an approach that shows independence and perseverance. Homework always handed in on time.
- 3* Needs to Improve- commitment to homework is inconsistent
Satisfactory quality, when compared to your ability, usually completed in full and on time you are inconsistent in your approach
- 2* Cause for Concern - Poor homework.
Shows little commitment to completing and handing homework in on time. Homework produced is to a poor quality, when compared to the student's target level.
- 1* Unsatisfactory – Homework rarely done
Homework produced is consistently off your target and below expectations or not done at all.