



HOMework GUIDANCE

2019-2020





JULY 2019

REVIEW DATE: September 2020

REVIEW LED BY: J Chauhan

At Etone College, we are committed to providing regular quality homework experiences for all of our learners. Homework is an integral part of our learning experience. We recognise the value of homework in consolidating and extending work done and also preparing pupils for work to come.

Homework is important because it:

- Encourages learners to develop the skills, confidence and motivation needed to effectively study on their own
- Consolidates and reinforces skills and understanding developed in lessons
- Helps with long term retention by testing knowledge learned in the past
- Promotes the *Employability Skills* needed for the wider world of work
- Sustains the involvement of parents and carers in the management of pupils' learning, keeping them informed about the work that is being undertaken
- Manages particular demands such as coursework and preparation for controlled assessment.

Homework can take a variety of forms and does not always need to be a written task.

Research and revision tasks are equally valuable as are homework activity sheets or booklets. When exercise books are being taken in for monitoring, a homework task that does not require pupils to have their books should be set.

PROCEDURE

At the start of each year, pupils are issued with a homework timetable which is copied into their planner. A copy is also displayed on the form tutor notice board and available for parents on the school website.

The time allocations for each homework in each year group per week are as follows:

Year 7	20 minutes
Year 8	20 minutes
Year 9	30 minutes
Year 10/11	40 minutes
Year 12/13	1 hour of independent study task set for each lesson

However homework from core subjects of English, Mathematics and Science can be double this amount.



TEACHERS SHOULD:

Plan and explicitly set homework at the start of the lesson in accordance with the published timetables.

Ensure that if homework is given by sheets that it is printed on yellow paper.

Display homework clearly and check that all pupils enter the details of the homework into the planner including the date when homework is due in.

Ensure that instructions are clear and that pupils are aware of the task that is required of them.

Allow plenty of time for pupils to accurately record the homework and ask for clarification if necessary.

Ensure that pupils have access to all the necessary resources to complete the homework.

Ensure that SEND pupils (or other vulnerable groups) are supported as appropriate with the recording and completion of homework and differentiate homework if necessary.

Follow up homework not completed, referring to the Director of Learning where necessary.

Ensure that all homework which is part of the assessment calendar is marked by the teacher. All other homeworks can be self/peer marked using a green pen.

Provide feedback in line with the Assessment Policy when relevant, and reward / praise pupils for their efforts or attainment.

Keep records of the homework set and due dates in their teacher planner.

Differentiate homework tasks and provide extension homework for High Prior Attainer pupils. This could take the form of research tasks, or wider reading projects.

Teachers should set a same-day detention when a pupil fails to complete a task set.

Where teachers share a class, the homework can be rotated to allow all teachers to set appropriate homework.

DIRECTORS OF LEARNING / HEADS OF DEPARTMENT SHOULD:

Integrate homework into schemes of work.

Monitor the homework set in terms of quality, quantity; appropriateness and whether it is in line with the scheme of work.

Follow up any homework concerns that arise from monitoring.

Provide opportunities for enrichment through enrichment tasks

FORM TUTORS SHOULD:

Issue homework timetables to pupils and ensure that they have made a copy in their planner.

Display homework timetables on the form notice board.

Check pupil planners on a weekly basis. Form Tutors should check for a match between the homework recorded and the published timetable and should also check for parent/carer signatures. Form Tutors should sign and date the planner each week.

Report any parent / carer concerns to Mr J Chauhan.



PARENTS/CARERS SHOULD:

Provide a quiet, suitable place where pupils can do their homework or encourage them to use the facilities at school.

Support the school's Homework Policy.

Use the planner to discuss homework with their child.

Communicate any homework concerns via the planner.

Praise their child when homework has been completed.

Monitor the completion of homework deadlines.

Sign planner to confirm that homework time has been spent on task, even if homework task is incomplete.

PUPILS SHOULD:

Make a copy of their homework timetable in their planner.

Have their planner out on the desk at the start of every lesson.

Record homework accurately (with the task title) in their planner including the date when the homework is due in.

Meet the deadlines set.

Ask for help/guidance if unsure of how to complete a homework preferably before the deadline to allow ample time to complete it..

Produce work to the best of their ability in terms of content and presentation.

Planners will also be monitored by the Leadership Team throughout the year.

Mr J Chauhan will be responsible for following up and acting upon parent/carer concerns.