



# **HOMEWORK PROCEDURES AND POLICY**

**Last Review Date:** September 2024

**Policy Owner:** L Buchanan

**Approved by:** P Rich

**Next Review Date:** September 2025

Homework is an essential part of students' learning. It extends and consolidates what is taught and provides opportunity for individual study and practice. Homework is set regularly and students are encouraged to establish good homework habits from the beginning of Year 7. Homework is regularly marked, assessed and prompt feedback given.

**Students in Years 7 & 8 will only be required to complete homework tasks in the core subjects of English, Mathematics and Science. The remaining curriculum subjects will issue homework tasks on a 'a need to basis'. This is an initiative following parental feedback and our own research into the impact of homework and mental health in students.**

### **Types of Homework**

The nature, type and length of homework will vary according to the age of the student and the subject. It is important that homework forms a meaningful and coherent part of the work for a particular subject and the homework programme and procedure should be clear in Departmental/Subject handbooks. Heads of Department/subject are responsible for developing, monitoring and evaluating the implementation of homework policies within their subject area.

Homework may take a variety of forms and these could include:

1. Specially prepared homework tasks that extend class work;
2. Learning homework;
3. Research assignments;
4. Practical exercises;
5. Longer term assignments/projects.
6. Preparation or background reading for future class based work.

It may be appropriate to set homework to finish off work started in class. Staff should avoid setting homework that:

1. Will necessarily have a financial cost attached;
2. Is irrelevant to or is not founded within the programme of study for the subject;
3. Will manifestly take a greater amount of time than is allocated.

### **Time Lengths**

Each Year 7 homework task should take approximately 20 minutes to complete. Each Year 8 and Year 9 homework task should take approximately 30 minutes to complete. Each Year 10 and Year 11 homework should take approximately 40-60 minutes to complete, depending on the subject.

Students in Key Stage 3 in particular should be informed that whilst they are free to spend longer than this limit, they are under no obligation to do so and may rule off after the allocated time is up and ask a parent/guardian to write a brief note to confirm that the student spent the allocated time on the work. If this procedure is followed, staff may not place a student in a subject clinic for failure to complete their homework.

### **Homework Allocation**

The allocation of specific homework in specific subjects to each weekday is the responsibility of Ms Boyle for

each year group, who will aim to meet the ideal allocations below. Ms Boyle will try to distribute the workload of homework as equitably as possible throughout the week.

Yr 7: 20 minutes per subject task

Yr 8: 30 minutes per subject task

Yr 9: 30 minutes per subject task

Yr 10 and 11: 30-45 minutes per subject per task

Sixth Form: Homework will be set by staff as required, with clear deadlines - This is approximately 1 hour per subject per night as required.

## 2024 to 2025 [Homework timetable](#)

### Further points of note

1. Students need to see the purpose of the homework set and understand clearly what is expected of them;
2. Staff should allow sufficient time during the lesson to write the homework on the board and explain the task clearly. Homework should be set on Satchel One, giving the date it is due and the length of time needed;
3. If the instructions are long, then either a photocopy should be given out to each student or it should be available Google Classroom/ Satchel One.
4. The homework timetable for each year group should, where possible, bear in mind the range of subjects available and ensure that subjects that involve a lot of writing are not set on the same night;
5. In Years 10 and 11 it is helpful for students if homework is not set for the next day; if homework is set over a few weeks, staff must ensure that students have sufficient time allocated to complete the task;
6. It is vital that subject staff stick to their allocated homework night to enable students to organise themselves successfully.
7. All staff are to log homework on Google Classroom/ Satchel One for students to see and be able to access.

Staff should not spend hours chasing up students who are behind with homework. By offering help and, if necessary, alerting the student's parents and form teacher, the situation should resolve itself quickly. With years 10-13, if a student does not complete a homework (after a reminder) then the student would be expected to join the next homework clinic at lunchtime and catch up the work there. There may be some exceptions to this, so checking with the SENCO for this is best practice to see if the EHCP has a homework provision or caveat to it.

For students who are repeatedly behind with work or coursework, or need help organising themselves, a member of staff should arrange that they meet with them for one or more sessions until the situation has improved – this is **not a detention**. Please raise continuing concerns in a staff meeting or with the Head of Section or a member of SLT and parents must be made aware. Following the homework policy flowchart is the starting point here.