

HOME LEARNING POLICY

RATIONALE

The school believes that home learning is an essential part of all students' education. It gives opportunity to extend and consolidate work done in class; it encourages the production of creative, reflective and investigative work independent of the teacher; it also develops skills in personal organisation and a sense of responsibility. Home learning is an essential part of preparation for examinations and it is vital that students dedicate time learning key information required for exam success. Home learning also provides a valuable opportunity for teachers to assess the progress of students and use this to inform future learning.

Responsibilities

The Responsibility of the School

Nature of tasks

Teachers will set appropriate tasks according to the school's home learning guidelines. The nature of the task will vary considerable and can range from completion of short activities (such as completing worksheets) to extended tasks. Where extended tasks are set over a number of weeks these should be broken down into a series of smaller steps for students to complete which should be communicated to students as appropriate via Show My Homework and Planners.

Tasks should be differentiated where necessary to enable all students to complete a worthwhile piece of work in the time allocated. If the task forms part of the assessment of students' progress then clear success criteria should be provided and formative feedback should be given to students.

All Homelearning tasks should be designed to ensure that students are able to consolidate their learning and make progress. In many cases, this will involve opportunities for them to be creative, have an element of choice and develop areas of interest to them. It should be recognised, however, that tasks should be meaningful and relevant and enable students to improve their learning.

Show My Homework

Details of the home learning should be uploaded to Show my Homework with any resources that will support the task. When homelearning is submitted all staff will record whether a student has handed in a particular piece of work using the SMHW website (as well as their own markbooks if appropriate).

Students should also record the home learning task and deadline in their planner in full. Tutors will check and sign student planners weekly; they will send the standard letter home if a child persistently fails to get the planner signed by parents or fails to produce their planner. Tutors and subject teachers will respond to any comments by parents.

When home learning is not completed on time teachers will take appropriate action to ensure that students complete the work. This will involve detaining a student to complete the task. If a student fails to hand in work regularly then the teacher should contact parents and inform them of this concern. If concerns continue then the student will be placed in after school detention with a member of the Faculty Leadership Team.

At KS4, if a student fails to complete coursework by the deadline, the Faculty will put into place the 'Deadlines Policy' which involves a series of up to 10 sessions during lunchtimes and after-school for up to one week until the student has caught up with the missing work.

The Responsibility of the Student

Completing Home Learning

All students are expected to fully complete home learning tasks to the best of their ability by the deadline set. If a task has not been completed then students will be detained in order to complete the task. If students have difficulty completing the task then they should discuss this with the teacher **before** the deadline.

Use of planners

Students are required to have their planners with them at all times. Planners should be placed on desks at the start of every lesson with the other equipment required for learning. Students are expected to accurately record the details of each home learning task in their planners in full and use this information to plan their home learning commitments to ensure all deadlines are met.

Absences from school

Students are expected, wherever possible, to complete home learning tasks set in their absence. On returning to school, students should find out what tasks need to be completed and the due date. If necessary the students should discuss with their teacher a later date for the work to be completed. The use of Show My Homework means that students are easily able to find out what work was set and expectations are that this would be completed.

The Responsibility of the Parent

We expect parents to take an interest in their child's homelearning and encourage them to complete it to the best of their ability. The following guidelines are offered to support parents in establishing good routines for home learning.

- Encourage students to find a suitable comfortable and quiet place for completing home learning task, ideally an area that has a table. This area should be free of distraction such as TV, music etc.
- Establishing a regular routine e.g. 4.30 - 6.00 pm every weekday is home learning time. This will be helpful in setting up good habits.
- Use the planner and/or Show My Homework to check that tasks are fully completed by the deadlines set.
- Check the planner and/or Show My Homework each night for any new tasks for completion and sign in the space in the planner provided each week.
- Use the planner to communicate with teaching staff.

Home learning expectations

These are guidelines showing average expectations and actual times will vary depending upon the nature of the task. Times shown are the expected amount of time students should spend completing home learning each week in each of the subject areas. There is no formal timetable for subjects to set home learning and to support students manage their time, wherever possible, students will be given at least 48 hours to complete home learning tasks.

Years 7-9

Subject	Year 7 (in minutes)	Year 8 (in minutes)	Year 9 (in minutes)
English	45	45	60
Maths	45	45	60
Science	45	45	60
History	30	30	45
Geography	30	30	45
D+T	30	30	45
MFL	30	30	45
Art	30	30	45
Drama ICT Music RS Life skills (year 8 and 9 only)	1 piece of home learning each new term of 60 minutes duration	1 piece of home learning each new term of 60 minutes duration	1 piece of home learning each new term of 60 minutes duration

In years 7-9 the Physical Education and PSHEe departments does not set homework but encourages a healthy and active lifestyle. This includes out of school learning opportunities and extra-curricular activities (e.g. after-school clubs).

Year 12 and 13

Students are expected to spend the same amount of time completing home learning as they spend in class for each subject they study. This is approximately 5 hours a week for a single award subject. In addition to completing home learning tasks students will be expected to regularly review their class work following each lesson and in preparation for the next lesson. All students have study periods in school and are expected to use these to complete part of their allocated home learning tasks each week.