



## Senior School Homework Policy

The school believes effective homework is a vital element in developing pupils' study skills and their ability to learn and organise themselves independently. It is a key mechanism for extending and consolidating learning and for challenging pupils to think for themselves.

### Homework length and frequency

In years 7 to 11 a homework timetable is in place to help pupils to organise their time. As far as possible the homework timetable will provide a pattern of three homeworks per night.

Year 7 will not have homework set in the first fortnight of the Autumn term. In this time the pupils will be introduced to the Tasks section of Firefly and have the Homework Policy explained.

Each homework should take approximately the amount of time set out below, although teachers may choose to set a longer homework which spans more than one homework allocation.

- Years 7 and 8: 30 minutes per homework.
- Year 9: 30 to 40 minutes per homework.
- Years 10/11: 45 minutes per homework.
- Year 12: 3 hours per week in each subject with students spending an additional hour on private study.
- Year 13: 4 hours per week in each subject with students spending at least an additional hour on private study.

### Responsibilities of the pupil

- To complete homework to the best of their ability.
- To ensure that they have a clear understanding of the homework set and what is required.
- To check Firefly daily, keeping their task list up to date.
- To ensure that homework is submitted on time.
- To inform the subject teacher and/or form tutor if there is a problem over any homework wherever possible before the due date.
- Sixth form students should understand that further independent study, beyond completing homework set, is a key component of achieving high grades.

### Responsibilities of the subject teacher

- Set homework which:
  - Provides an appropriate level of challenge for all pupils.
  - Relates to work covered in class by providing consolidation or extension of work completed or preparation for work to come.
  - Is sufficiently structured and detailed, particularly when homework is for revision or research.
  - Supports the development of independent study skills, particularly in the sixth form.
- To follow the homework timetable, setting homework of an appropriate length with realistic deadlines.
- To explain homework tasks clearly in class.
- To record each homework task on Firefly on or before the day that it is set.
- To provide feedback to pupils on their homework including those which are not formally marked such as notetaking, revision or research.

- Homework receiving written feedback should be marked and returned within one week of collection.
- To monitor pupils' homework performance and communicate with parents, heads of department and form tutors about any concerns as appropriate including through the use of green cards in the sixth form.
- To issue rewards and sanctions in relation to homework completion and quality as appropriate including academic detentions in the case where an extension is given and not met
- In assessing homework, the teacher should reflect on the effectiveness of learning and the teaching contributing to it in order to inform future planning, teaching and task setting.

### **Responsibilities of parents**

We hope that all parents will take an active interest in their child's homework and provide encouragement and support. The following will help pupils to develop and sustain the right attitudes and habits:

- Please ensure that there is somewhere quiet to undertake their homework undisturbed.
- Please familiarise yourself with the Colfe's Firefly site and your child's profile page where all homework tasks and due dates can be found.
- Help your child to organise their time effectively and encourage them to adopt a regular routine so that homework is done on time and so that they have time to pursue other interests and to relax.
- Encourage your child to take pride in completing work to the best of their ability.
- If there are circumstances inhibiting the completion of homework tasks inform the form tutor. If the problem concerns just one subject, please inform the appropriate subject teacher.

### **Responsibilities of the Head of Department**

- To decide on the departmental homework policy in line with school policy.
- To ensure members of the department implement departmental homework policy effectively.
- To be the point of contact with parents for subject related issues regarding homework.

### **Responsibilities of the Form Tutor**

- To communicate concerns, issues and relevant information raised by parents (and/or pupils) to the relevant colleagues as appropriate.
- To support pupils in being organised and diligent with regards to homework.

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