



Secondary Homework Policy

Our Vision

“An international community of learners striving for excellence and celebrating success.”

Rationale

It is generally recognised that homework can make an important contribution to the learning process and contributes to the development of sound study habits. This is clearly understood and requested by the vast majority of our parents. At NIS, we believe that homework is critical to learning. It extends pupil's independence and self-discipline.

Purpose

- To encourage students to develop the skills, confidence and motivation needed to study effectively on their own. This is vital given the importance for students in the future of lifelong learning and adaptability.
- To raise academic standards
- To consolidate and reinforce skills and understanding developed at school
- To sustain the involvement of parents and carers in the management of students' learning and keep them informed about the work students are doing.
- To manage particular demands, such as IGCSE coursework.

Homework and Assessment

If homework is to benefit pupils' learning, they must be given prompt and appropriate feedback on what they have done. Parents/carers have a role in encouraging and praising children for the effort which they have devoted to homework but students look mainly to teachers for a response on the quality of their work. Departmental assessment policies should give detailed guidance on the various ways in which homework can be assessed. Discussion, questioning, self and peer assessment, modelling students' work as well as written comments and/or marks and grades are all appropriate. Through this process, it is possible to design homework assignments which do not make heavy demands on teachers and students and is hence a support to the learning process.

Homework activities with assessment criteria should be incorporated into the planning for each subject. Homework in the Senior School always contains a written element, but research particularly using the internet, reading and gathering information are also important. However, pupils should not just download large amounts of information from the internet when researching a topic. They should be required to synthesise the information and present it in a way that is relevant to the work set.

Homework expectations at the weekend may be a little different, but should not be used to burden pupils with anything that wasn't finished during the week.



There is a consistency of expectation from all staff in such areas as the standard of presentation, which does not differ from the standards expected in class, and the punctuality of handing in completed work.

Homework set is recorded in the individual pupils' homework planner, which is checked regularly by form tutors and Subject Heads and on occasion by members of the Senior Management Team who check pupils' planners as part of the monitoring of pupil exercise books/work.

All communications received from parents regarding homework should be passed to the relevant teacher(s), Head of Key Stage and Head of department.

The Process

Though precision is not possible, the duration of homework is expected to be approximately:

Year Group	Time Per Subject	Details
Year 7	30 minutes	3 subjects per night
Year 8	30 minutes	3 subjects per night
Year 9	30 minutes	3 - 4 subjects per night
Year 10 – 11	30 – 40 minutes	3 - 4 subjects per night
Year 12	Continuous tasks and homework set for all option subjects	

- It is understood that these times are a guide and that, on occasions, it will be inappropriate to set homework.
- Pupils in Year 7 should be given manageable pieces of homework during their first few weeks at the school. This will require shorter/simpler pieces of work to be set at first that will become increasingly long and more difficult.
- Homework should be recorded on Google classrooms of each subject and on RENWEB. Students must also make a note in their planners.
- Pupils should be offered guidance to help them to manage their homework.
- At Key Stages 4 and 5, the demands of the external syllabus govern the type, complexity and frequency of the homework.
- Planners should be used to record homework. Subject teachers should ensure that all pupils note their homework in their planners before leaving the room. Best practice is to write the task and deadline on the board for pupils to copy. If homework diaries are lost or poorly treated the pupil will be expected to pay for a new one. Parents and the Form Tutor should sign the diary on a fortnightly basis. Comments



from parents or teachers may be recorded in the appropriate actions involving the Year Tutor if necessary.

- Subject teachers should set and mark homework in accordance with departmental policy.
- Each Head of Department has the responsibility for ensuring that subject teachers set and mark homework regularly. Suggested homework activities will be incorporated into each subject's scheme of work and assessment criteria and should form part of the continuous assessment of pupil's performance and progress.
- Written homework should be marked promptly and returned to the pupil within a reasonable time. Positive feedback to pupils should be the objective with comments assuming as much importance as the mark or grade given. A learning homework should be tested, in appropriate ways, soon after it has been set.
- Teachers may set homework tasks which require access to specific online educational websites e.g. Seneca.
- Homework tasks must show differentiation in both content and length and ought to be appropriate to the age and ability of the child.
- The Head Teacher and Senior Management will make random checks of homework diaries and books for pupils during Tutor Periods.

Role of Parents

Parents will be informed at key meetings of the nature and importance of their role:

- Check that homework details are filled in clearly and regularly in the Planner. It can be reviewed in Google classrooms and on RENWEB. There is space for their regular signature.
- Use their child's planner as a means of communication.
- Help their child organise his or her time to best advantage so that things are not all left to the last minute or even forgotten.
- Try to make sure that there are suitable working conditions at home.
- Take a positive and active interest in their child's work at home rather than just insisting that it is done.
- Let the school / subject teacher know if there are problems with homework that cannot be resolved. Perhaps their child seems to be doing too much, or not enough, or is finding it too easy or too difficult. Help can be gained by contacting the Form Tutor in the first instance.

Failure to submit homework or submitting unsatisfactory homework

Pupils are expected to hand in work on time. If homework is not given in appropriate action is taken:

- a) the class teacher will have a discussion with the pupil to find out if there are good reasons for the failure to hand in the work and impose sanctions as necessary, e.g. no stamp and break detention.
- b) in the event of persistency, the class teacher will contact the Head of Department, who may give a demerit and/ or contact the parents.



Should a pupil hand in homework deemed to be of a standard which is less than satisfactory he/she will be asked to repeat it and hand it in the following day.

If a pupils is absent on the day homework is due in, that pupil should hand in the homework on his/her return to school.

Where it has not been possible for a pupil to complete the homework, due to illness for instance, this should be communicated in writing to the teacher setting the homework.

Arrangements will be made for the pupil to complete the work if possible, in order that the value of the exercise is not lost, or for them to have notes in order to catch up on the missing work.

If a pupil does not hand in his/her homework on time, and there is not a valid reason received in writing, the pupil will hand in the homework the following day. Depending on the individual, an internal detention may be used to ensure that work is completed.

Where a pupil is a persistent offender, parents will be contacted in order to discuss the way forward.

Homework builds on work done in the classroom. It enables the teacher and the parent to confirm that the child has an understanding of a subject and helps to instil and develop a sense of discipline about work at home. If a teacher sets homework, there is an expectation that this will be completed by the set date. Since the successful completion of homework tasks play an important part in the overall evaluation of the pupils, parents and teachers share a mutual responsibility of encouraging completing of homework tasks.

Homework is considered a form of reporting a pupil's progress to parents.