



# King's High School

## Homework Policy

Policy:	<i>Homework</i>
Applies to:	<i>King's High School Staff and Pupils</i>
Authors:	<i>Deputy Head (Academic)</i>
Approved by:	<i>KHS Committee, June 2017</i>
Reviewed:	<i>1 July 2019; 1 July 2020</i>
Signed:	<i>S Burley, Deputy Head</i>

Homework plays an essential role in the educational experience of every King's High School pupil and a crucial part in ensuring a successful school career.

### 1. The purposes of homework

- To reinforce and consolidate classroom learning
- To prepare for future class work
- To learn, revise and review work already covered
- To provide opportunities for individual research
- To promote enjoyable and purposeful learning at home through an interesting variety of achievable tasks of different levels
- To encourage pupils to engage in a degree of self-assessment regarding their understanding and progress of work done in school
- To develop in pupils the key concept of independence and personal responsibility for learning
- To promote the key concepts of partnership between pupils, staff and parents

### 2. Notes and guidance

- Students should not be expected to hand work in the next day
- Students must take a note of homework tasks in their planner and hand in homework on time
- If necessary, teachers will give students more than one homework to complete a longer task.
- Any homework with a duration of more than one week should have clear interim deadlines set for each week

### 3. The Role of Pupils

- 3.1 Pupils should take individual responsibility for homework, to value it as a part of the learning process and to reflect on their progress. Effective organisation is important
- Pupils should listen carefully to instructions and note down these instructions clearly and accurately in their homework diary
  - It is the student's responsibility to ensure that they understand what is expected of them and to then consult with the teacher before the completion date if they are experiencing difficulties
  - They must ensure that they have the resources needed to complete the homework
  - Homework should be carried out to the best of their ability
  - All homework should be completed by the deadline and handed in as directed
  - Pupils are encouraged to adhere to the time guidelines
  - Pupils should learn how to manage and organise their time effectively, and to plan ahead, prioritising in order to meet deadlines. The Learning Support Department can offer significant help with this
  - If pupils are absent, they are responsible for seeking the advice of the teacher in order to make up all essential work missed

### 4. Introduction of Homework in Year 7

- 4.1 Students are introduced gradually to homework in Year 7

## **The Role of Staff**

### **All Teachers**

- Please see section 2 Notes/Guidance
- To act in line with school and departmental policies
- To ensure that pupils are aware of and understand the homework policy
- To ensure that homework is set in reasonable time before the end of the lesson and to encourage pupils to write it accurately in their homework diaries
- To ensure that pupils are clear about the task, the completion date, and the arrangements for handing in the work
- To give appropriate feedback/response to completed homework normally within a week (extended pieces of work such as coursework may be returned within a fortnight)
- To be as clear as possible in their response, giving recognition for effort and achievement, indicating as precisely as possible what pupils have done well and, where appropriate, providing suggestions for further improvement
- To ensure that tasks set are achievable in the time allocated, taking account of the different abilities and speeds at which students will complete homework tasks
- To encourage pupils to reflect for themselves on the purposes of the homework they do and how well they have done it
- To maintain careful, ongoing records for each pupil regarding completion, achievement, areas for development, absence and late submission
- To complete ISAMs notification/commendation where appropriate
- To follow up personally any missed or late homeworks and establish an atmosphere of high expectation that homework will be completed to a good standard

### **Heads of Departments**

- To be responsible for the departmental homework policy and its implementation and to monitor its effectiveness
- To liaise with parents via Heads of Key Stage when necessary
- To audit and monitor the setting and assessment of homework

### **Form Tutor**

- To alert staff to any relevant home or personal circumstances which might affect a student's ability to do homework
- To discuss individually with pupils during the Pupil Review interview how well they are coping with their homework and to help them to develop positive attitudes and coping strategies
- To liaise with the Head of Key Stage about any pupils who are having difficulties with homework
- To follow up any ISAMs notifications entered by teaching staff

### **Head of Key Stage**

- To work with Form Tutors and HoDs in order to help and support those pupils who need to overcome persistent and serious difficulties
- To communicate to each year group at the start of each session the expectations regarding homework for that year group
- To respond to general queries and concerns from parents, liaising with and passing on to form tutors and HoDs specific queries, as appropriate
- To liaise with the parents of pupils who have ongoing homework issues
- To keep the Deputy Head (Academic) and Head fully briefed and refer serious matters to the Deputy Head (Academic) for support and further action
- To ensure that all pupils are aware of and understand the school homework policy, particularly the role of pupils
- To oversee the provision, within the PSHEE programme, to ensure that new entrants, especially in Year 7, receive detailed guidance and support regarding the demands, expectations and requirements
- The Head of Key Stage may, in the event of regular problems with the completion of homework on a particular night, grant permission for homework to be completed during the lunch break.

## **SMT**

- To be responsible for the school policy and its communication to various parties
- To ensure that departmental policies are in line with the school policy and are being effectively implemented

## **The Role of Parents**

- To be aware of the school's expectations and to work in supportive partnership with their child and the school in order that these expectations can be met
- To ensure that homework is completed on time
- To help their child manage their time to complete the homework set
- To monitor the amount of time their child is, on average, spending and that this is broadly in line with the school guidelines for her year group
- To check their child's homework diary at least weekly where this is appropriate
- To look at their child's portal page regularly so that they are aware of commendations given for homework but also any ISAMs notifications about missing or incomplete homework
- To inform the school as soon as possible of any circumstances leading to their child being unable to complete her homework
- To contact the school with any concerns

### Homework Allocations

<b>Year Group</b>	<b>Homework Allocation per evening (based on 5 evenings)</b>	<b>Homework Allocation per week</b>
Year 7	50 minutes	3 hours 45 minutes
Year 8	1 hour 10 minutes	5 hours 50 minutes
Year 9	1 hour 20 minutes	6 hours 40 minutes
Year 10 and 11	2 hours	10 hours
Year 12 and 13	2 hours 30 minutes	12 hours 30 minutes