

Kishoge Community College

Homework Policy

Adopted by Board of Management on 5th April 2017



1. Research and rationale

The research records the following academic advantages of doing homework:

- Reinforces daily learning
- Enhances academic achievement
- Develops study skills
- Facilitates the acquisition of knowledge

To these advantages may be added the following non-academic advantages:

- Developing personal responsibility
- Enhancing ability to manage time
- Enhancing ability to cope with mistakes and persevere with difficulties
- Increasing self-esteem
- Develops cognitive skills such as problem-solving, critical thinking, concept formation and information processing
- Enhancing ability to engage in self-assessment and reflection in order to build individual confidence

The literature also points to the following disadvantages:

- “Satiation” or boredom through spending too much time on a task
- Limits leisure time
- Can result in developing cheating or ‘copying’ behaviour
- It can exacerbate social inequalities as some students may have more difficulty completing homework due to home environment or lack of family support
- Research shows that the inability to keep up with homework is one of the biggest factors in the decision of some students deciding to drop out of school
- Can increase student anxiety especially in first year

2. What is homework?

Homework is any work given to a student by a teacher to do at home. It will involve learning and/or writing. Homework is not optional. A wide variety of homework assignments are set by teachers. Homework may consist of:

- Written
- Learning
- Oral/ aural work (including voice/ video recording)
- Research for projects and writing up of project briefs
- Preparation of material necessary for practical work in school.
- Watching recommended TV programmes

- Listening to radio programmes
- Designing and practising presentations
- Research (e.g. through the use of the internet/ book)
- Studying
- Revision
- Drawing
- Reading
- Gathering materials

Assigned daily homework may involve:

<p>1. Preparation:</p> <p>This type of homework prepares a student for an upcoming lesson e.g. Advance reading of a piece.</p>	<p>2. Practice:</p> <p>An opportunity to reinforce skills & knowledge from a previous lesson.</p>
<p>3. Extension:</p> <p>An opportunity to expand on skills taught in a previous lesson.</p>	<p>4. Enrichment:</p> <p>An opportunity to analyse, synthesise or evaluate previously taught skills or concepts. The form or type of homework which may be assigned is not limited by this outline.</p>

3. Roles and responsibilities

Students

1. Record all homework, the type of homework using the codes provided (see below) and completion date for homework into their journal after all lessons.
2. At the beginning of the week students must fill in the subjects in the spaces provided in the journal for that week.
3. Bring the relevant materials home to complete homework.
4. Complete homework to the student's best ability and ensure homework is presented properly.
5. Communicate difficulties with homework to their subject teacher.
6. Students should only email subject teachers regarding homework between 9 - 5.30pm Monday to Friday, and not during weekends or holidays. The responsibility for completing homework rests with the student. If a teacher is not in a position to respond to an email, the student must make their best effort to complete their homework.

7. If a student cannot complete their homework, they must have a note outlining the reasons why from a parent/ guardian.
8. Complete homework which is due the following day first.

Codes

Codes	Meaning
W	Written work
O	Oral work
L	Learning work
P	Practical work
R	Research work
D	Design work

Subject teacher

1. 90% of all homework set by subject teachers must be completed using pen and paper.
2. Set homework which is engaging, accessible and educationally worthwhile.
3. Write the homework on the whiteboard having regard to the recommended timing (see below).
4. Where possible, the teacher should state and write the homework on the board early in the class.
5. Ensure students have sufficient time in class to record homework into their homework journal.
6. Ensure students are clear as to what they are expected to do. The criteria for success of the homework task should be explained and students should be given an opportunity to ask for clarification on homework issued.
7. Check students are recording homework into their journal along with the completion date and note whether their homework is written (W), oral (O), learning (L) or practical (P).
8. Make an attempt to assign a variety of homework types. E.g. research, written, oral, and practical and when possible include the use of the iPad.
9. All homework must be checked and feedback provided where appropriate.
10. Implement the rewards scheme and assign sanctions for the non-completion of homework, such as awarding positive and negative points on VSware.
11. Encourage and facilitate good homework practice and effective study skills.
12. Present homework as something positive which contributes to the learning of students.
13. Extra homework should generally not be used as a whole class punishment.
14. When deemed necessary, teachers may call home to a parent/ guardian if homework continues to be a persistent issue.

15. Subject teacher may refer persistent issue of non-completion of homework to tutor/ Year Head.

SEN Department

1. Liaise with parents of SEN students regarding homework.
2. Offer additional supports to SEN students i.e. homework club, meeting with students to discuss homework organisation/homework difficulties etc.
3. Liaise with staff regarding differentiation of homework for SEN students.

EAL Department

1. EAL students are to be made aware of assigned EAL teacher. EAL students can bring homework to them if they require simplification.
2. Offer additional supports to EAL students i.e. various resources and meeting with students to discuss homework difficulties etc.
3. Liaise with staff regarding differentiation of homework and classwork for EAL students.

Parent

1. Actively support the school's homework policy.
2. Monitor student's progress through logging onto VShare and signing student's journal weekly.
3. Monitor student's homework when possible and encourage good practice regarding time spent, quality of presentation and quality of work.
4. Provide a suitable environment in the home for homework.
5. If students experience difficulties with homework and cannot complete it, they should write a note in the journal explaining the reason for non-completion.
6. Contact the subject teacher, through the school office if their child is experiencing persistent issues with homework completion.

Tutor

1. Reinforce the homework policy, in particular the positive aspects of homework.
2. Assign a "homework buddy" to all students.
3. Tutors should teach students how to set targets and goals in relation to homework and provide support to students in terms of time management and prioritisation.
4. When necessary, tutors should call home to parent/ guardian if homework continues to be a persistent issue.
5. Refer student to Year Head during weekly homework checks if homework is an issue.

Year Head

1. Promote good practice in relation to homework at meetings with parents and students.
1. Monitor the completion of homework on VShare.
2. Organise a rewards scheme in consultation with class teachers.
3. Assign sanctions to students who are not completing their homework on a regular basis.
4. Visit classes and engage in homework spot checks.
5. Liaise with the subject teacher and/ or the SEN coordinator in relation to individual issues.
6. If homework is a persistent issue the Year Head may phone home to the student's parents/ guardians.
7. When deemed necessary, the Year Head may meet with students/ parents/ guardians regarding homework issues.
8. Refer persistent issues of non-homework completion to the Deputy Principal or Principal.

Principal, Deputy Principal

1. Monitor the implementation of the policy.
2. Offer support when required.

Board of Management

1. Approve and support the policy.

4. Timing

The following are homework guidelines for each year group. On average approximately 20 minutes of homework should be allocated per subject per night.

1st Year: 1- 1½ hours

2nd Year: 2 hours

3rd Year: 2½ hours

4th Year: 2 hours * (time may vary)

5th Year: 2 ½ - 3 hours

6th Year: 3 hour- 3+ hours

These times do not include study. Exam classes should take on additional study per night. Over weekends students **should** study for 4-7 hours.

Some students may experience particular difficulties with the above outlined timing. Allowances will be made for such students through the SEN department.

***It is recommended students complete homework 30 minutes before bedtime.**

5. When problems arise; adaptation of Taylor's homework chain

Where appropriate, the Tutor/ Year Head will talk to the student and if necessary consult with the parent(s)/ guardian(s) to discuss what strategies may be used to support the student in completing their homework.

The first step in improving homework completion is to diagnose the reason for the incompleteness of homework. One effective diagnostic tool is Taylor's Homework Chain, which requires students to complete the following checklist:

How I can improve my homework completion?	Yes/ No
i. Have I realised that homework has been assigned by my teacher?	
ii. Have I noted it in my journal?	
iii. Do I understand the assignment/ homework task fully?	
iv. Have I read the homework task/ assignment accurately?	
v. Before I leave school have I checked that I have brought home the correct materials home? Have I checked that the appropriate eBooks are accessible on my iPad?	
vi. When I have arrive home with materials and the homework assignment, have I prioritised homework with the nearest due date?	
vii. Have I begun the homework session and once homework has been completed, have I placed a tick beside it in the journal?	
viii. Have I checked that all my homework is fully completed, accurate and neat?	
ix. When I have completed my homework, have I reflected on it and have I noted any difficulties experienced with it in my journal.	
x. Have I packed all my completed homework for school?	
xi. Am I ready to arrive to class with the completed homework?	

6. Extra- curricular activities and homework

In the event that a student attends an extracurricular activity of any sort and misses a class, it is the student's responsibility to seek the homework from each class missed. No extracurricular activity can be used as an excuse for incomplete homework.

It is the responsibility of parents/guardians to ensure students complete all homework if they are attending extracurricular activities. If students continue to struggle with completing their homework and attending extracurricular activities, students should express their difficulties to their tutor and time management advice will be given to students.

In conclusion, homework should be prioritised over extracurricular activities. Teachers and students alike should still make an effort to ensure that both homework and extracurricular activities can run together simultaneously.

7. Rewards and sanctions

<u>Rewards</u>	<u>Sanctions</u>
<ol style="list-style-type: none"> 1. Positive verbal comments by teachers. 2. Positive VSWare notes/ points. 3. Merit awards. 4. Displays of students work. 5. Rewards schemes. E.g. student of the month/ most improved worker. 6. Certificate and photo of student of the month put on display. 	<ol style="list-style-type: none"> 1. Reason with the student. 2. A firm reprimand. 3. Negative VSWare points. 4. Move seat. 5. A note to parents in the journal. 6. Extra work given to the student. 7. Referral to class tutor/ Year Head through a Year Book entry.

8. Recording of homework

Students must record all homework and study topics in their journals

The following practice should be observed

1. Separate entry for each subject.
2. Input details of homework.
3. Due date to be inputted.
4. When homework is completed tick the <<Done>> box.
5. Adequate time will be given in class by teachers for the recording of homework.
6. If no homework is assigned, then note the topic covered in class to be studied.
7. Input amount of time in <<Done>> box.
8. Students involved in extra-curricular activities must find out homework.

