

BISHOP WORDSWORTH'S SCHOOL

HOMEWORK POLICY

Notes:

1. *Parent(s)' includes guardian(s) or any person who has parental responsibility for the pupil or who has care of him. '*
2. *'Is to', 'are to' and 'must' are obligatory. 'Should' is not obligatory but is best practice and is to be adhered to unless non-compliance can be justified.*

POLICY

1. All pupils are expected to do homework which is regarded as an integral part of the learning process. Homework helps pupils reach a higher standard than would otherwise be possible. It also helps train pupils to work on their own initiative and not only under constant supervision.

PROCEDURE

2. Homework may include one or more of the following activities:

Reading	Following up classwork	Developing classwork
Researching	Lesson preparation	Independent work
Organising work	Working on problems	Coursework
Learning	Collecting	Constructing
Writing	Watching and listening	Interviewing

3. Written homework is to be regularly marked and dated, and returned as promptly as possible according to the Bishop Wordsworth's School (the School) Assessment Policy and School/departmental marking policies.

4. Each September, a homework timetable is provided for parents and pupils in Years 7-11 inclusive. Pupils are expected to adhere to it.

5. Teachers are to record homework set on Insight.

6. The amount of time each pupil should spend on homework increases from about one hour each day in Year 7 to two hours each day in Year 11. In the Sixth Form, pupils are expected to spend 4-5 hours per week in private study outside the classroom on each of their A Level subjects. They are also expected to spend similar time on their 4th option (Further Maths, EPQ or Core Maths).

7. Heads of Departments and teachers working in the Department are responsible for evaluating the Homework Policy on a regular basis and at least annually. The procedures are to be evaluated by Heads of Departments at least once a year.

MONITORING

8. This Policy is to be regularly monitored by Heads of Departments and the Leadership Team.

9. This Policy was amended and adopted by Governors on 28 February 1995 and last reviewed on (dates in brackets indicate no change) 27.2.96, 29.1.97, 24.2.98, 23.2.99, 15.2.00, 13.2.01, 8.10.02, 18.11.03, 10.2.04, (23.11.04), 22 11.05, 05.12.06, 04.12.07,

(11.02.09), (24.06.10), (13.06.11), 14.06.12, (13.06.13), 19.06.14, 30.6.15, 29.06.16,
27.06.17, 03.07.18, 03.07.18, 27.06.19

Annexe:

A. Homework - Good Practice.

HOMEWORK - GOOD PRACTICE

1. The School has a corporate responsibility to set and mark homework and 6th form assignments.
2. Teachers are dependent on one another for a consistent approach to homework.
3. **Setting homework**
 - a. **Do:**
 - (1) Plan ahead and set it on the correct night.
 - (2) Set a meaningful task that can be done in the time available.
 - (3) Set it before the end of the lesson.
 - (4) Make sure all record necessary information. Tell pupils when and how it is to be given in.
 - (5) Record homework set on Insight.
 - b. **Do not:**
 - (1) Set work when pupils are not listening.
 - (2) Set work right at the end of the lesson.
 - (3) Overload pupils with too much to do - at the expense of other subjects.
4. **Collecting Homework.** Make sure the arrangements are
 - a. Understood by all.
 - b. Realistic.
 - c. Known by any pupils who do the collecting.
5. **Homework Not Done – Occasionally.**
 - a. Check the reason - if pupil has been ill decide whether he has to catch up.
 - b. Insist that it be done - unless pupil has been absent and he does not need to catch up.
 - c. Do not enter into an argument.
6. **Homework Not Done - Several Times.**
 - a. Each time insist on it being done and do not give up - it takes time but the message is important. It may be appropriate at this stage to ask *why* the work is not being done.

- b. Enlist the support of the tutor in ensuring homework is completed. If necessary, inform HoD.
- c. Use detention to do the homework or as a punishment to do further work.
- d. Consider supervision of homework at School (attendance at supervised Homework Club can be arranged through the Lower and Middle School Offices)- in addition to any punishment.
- e. Consider additional supervised private study for sixth formers who default.

7. Homework Not Done – Repeatedly.

- a. Inform *Head of School/Year* as appropriate.
- b. Action that follows may include attendance at supervised Homework Club, daily/weekly report and letter to parents.