

BISHOP WORDSWORTH'S SCHOOL

HOMEWORK POLICY

Definitions:

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

POLICY

1. All students are expected to do homework, which is regarded as an integral part of the learning process. Homework helps students reach a higher standard than would otherwise be possible. It also helps students to work and learn independently.

PROCEDURE

2. Homework may include one or more of the following activities, although this list is not exhaustive:

| | | |
|-----------------|------------------------|----------------------|
| 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. An appropriate period of time must be given for homework tasks, and this should take into account that other homework will be set on the same day, so there cannot be an expectation that it will be submitted by the next day. The work set may be required for a subsequent lesson and an appropriate timeframe must be used in this instance for completion of the task.

4. Written homework will be regularly assessed, feedback provided and returned according to the Bishop Wordsworth's School Assessment & Feedback Policy and Departmental Assessment & Feedback policies.

5. Each September, a homework timetable is provided for parents and students in Years 7-11 inclusive.

6. Teachers record the homework set as an assignment on Microsoft Teams. This should be done during the school day, by 5.00pm, on the day it is set.

7. The amount of time students should spend on homework increases from about one hour each day in Year 7 to about two and a half hours each day in Year 11. In the Sixth Form, students are expected to spend four-five 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 (An additional A level, Core Maths, EPQ or Further Maths.).

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

MONITORING AND EVALUATION

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

10. This Policy is to be reviewed biennially. It was first adopted by Governors on 28 February 1995; the most recent 3 years' review history is below:

| | |
|--------------------------------|---------------|
| 25 th June 2020 | No changes |
| 16 th April 2021 | No changes |
| 26 th November 2024 | Minor changes |

Annex:

A. Homework – Good Practice. (This is included in the Staff Handbook)

HOMEWORK – GOOD PRACTICE

1. The School has a corporate responsibility to set and assess homework and Sixth Form assignments and provide feedback to the students.
2. Teachers are dependent on one another for a consistent approach to homework.
3. **Setting homework – Instructions for Teachers.**
 - a. **Do:**
 - (1) Plan ahead and set homework on the correct night according to the appropriate homework timetable for the class.
 - (2) Set a meaningful task that can be done in the time available.
 - (3) Set homework before the end of the lesson.
 - (4) Tell students when and how the task is to be submitted.
 - (5) Record the homework set as an assignment on Microsoft Teams, ideally by 4.00pm but no later than 5.00pm on any day.
 - b. **Do not:**
 - (1) Overload students with too much to do at the expense of other subjects.
4. **Collecting Homework or Submitting Homework Electronically.** Make sure the arrangements are:
 - a. Understood by all.
 - b. Realistic in terms of the time frame for collection/submission.
5. **Homework Not Done – Occasionally.**
 - a. Check the reason. Ensure that the homework is completed, unless there is a legitimate reason for this not being the case.
6. **Homework Not Done - Several Times.**
 - a. Ask why the homework is not being done but ensure the homework is completed.
 - b. Enlist the support of the Head of Department in ensuring homework is completed. If necessary, inform the tutor.
 - c. Use the Departmental detention to do the homework or additional work.
 - d. Consider supervision of homework at School (attendance at supervised Homework Club can be arranged through the Lower and Middle School Offices).
 - e. Consider additional supervised private study for sixth formers who default.

7. Homework Not Done – Repeatedly.

- a. Details for dealing with this can be found in the School's Behaviour Policy.