

Lismore Comprehensive School



"Caring and Learning Together"

Homework Policy

Contents

1. Rationale

2. Aims

3. Types of Homework

4. Homework Guidelines

5. Organisation and Completion of Homework

6. Rewards

7. Sanctions

8. Roles

Appendix 1 – Certificate for Outstanding Homework

Appendix 2 – Proforma letter

Appendix 3 – Referral letter to after school study

1. RATIONALE

In Lismore homework is seen as a valuable way of revising and extending work undertaken in school, of discovering information not available in school, of involving parents in their children's studies and of developing the self-discipline essential for good habits of study. It is our policy to set homework on a regular basis as deemed appropriate by class teachers and Heads of Departments.

2. AIMS

- To raise standards of achievement across all Key Stages
- To consolidate and supplement the work done in class
- To establish an effective routine for the completion of homework
- To give pupils the opportunity to develop independent working habits
- To assist in the preparation for internal and external exams at all Key Stages

3. TYPES OF HOMEWORK

The amount and nature of homework will vary from subject to subject. Types of homework may include

- Reading - revision/preparation/research
- Writing - short tasks/extended tasks /past paper examination questions
- Learning - key words / key content / spelling / formulae
- Practical - making/collecting/designing
- Oral - language practice/interviewing/presentation

Some homework may be set for the next lesson whilst others such as project work, designing, essays and research may be given well in advance of a stated deadline, thus encouraging good study habits and self-discipline.

4. HOMEWORK GUIDELINES

The marking and follow up of homework varies within each of the key stages and in accordance with the nature of the subject.

Homework will be checked for completion by the subject teacher.

Homework can either be marked by the teacher, marked as a whole class activity or peer/self-assessed. Pupils will be informed of the type of feedback they will receive on receipt of the homework task.

Each department will decide how many homework tasks pupils in each Key Stage will receive per month.

Written homework will be checked for completion by the subject teacher on the date of submission.

Learning home works will be assessed in a variety of ways including formal tests, recall tests and questions in the classroom

At Key Stages 4 and 5, Controlled Assessment Tasks and Coursework will be conducted in line with examination board regulations as set out on the Policy for Controlled Assessment Tasks.

5. ORGANISATION AND COMPLETION OF HOMEWORK

Each student is given a homework diary at the beginning of the year (Years 8-12) to record details of homework and to ensure deadlines are met. The homework diaries will be signed by form tutors on a fortnightly basis and by parents on a weekly basis. Pupils in Years 13 and 14 are encouraged to purchase homework diaries but must record homework using their preferred method.

6. REWARDS

Completion of homework will be acknowledged positively in a number of ways including:

- Positive points on Sims for excellent homework
- Positive comments in books /stamps/stickers on homework to acknowledge good work being achieved
- Termly departmental certificates for 'Outstanding Homework Record' to one pupil per class (Appendix 1)
- Recognition in assembly
- Proforma letter (Appendix 2)

7. SANCTIONS

Sanctions for non-completion of homework include:

Subject teachers:

Compulsory:

- Record failed Homework onto Sims

Optional:

- Issue warning
- Break detention
- Note in homework diary
- Phone-call home
- Letter home
- Short detention

Form Tutors:

Compulsory:

- All tutors are required to track non-completion of homework for pupils in their form class
- When a pupil accumulates **9 points** on Sims for non-completion of homework this will trigger a referral to the Head of Year who will inform the Key Stage Manager. The Key Stage Manager will forward a letter to the parents of the pupil recommending attendance at after school supervised study (Appendix 3)

- At this point tutors should take a note and date of when the pupil was referred, and then start the process again

8. ROLES

Students are required to:

- Note all homework in the homework diary
- Complete all homework
- Act upon feedback given by the subject teacher in relation to homework

Parents are encouraged to:

- Discuss homework with pupils and to help them plan its completion on time
- Ensure that an appropriate amount of time is spent on the task/s
- Ensure that homework is completed
- Sign the homework diary each week

Subject Teachers (following direction from Head of Department) are required to:

- Set homework in line with departmental policy
- Correct/oversee the correction of homework regularly
- Where appropriate include advice on how the pupil may improve the work
- Implement sanctions as outlined above

Form Tutors (following direction from Head of Year) are required to:

- Sign the homework diary fortnightly
- Refer pupils to Head of Year when 9 behaviour points for homework failure have been accrued

Quality Assurance

It is the intention that this Whole School Homework Policy should be the focus of bi-annual review by the Vice-Principal for Curriculum. Date of next review: September 2017.



Caring & Learning Together



Caring & Learning Together

Certificate For Outstanding Homework



This Certificate has been awarded to:



For

Outstanding Homework



Caring & Learning Together



Caring & Learning Together



Lismore Comprehensive School



Drumgask, Craigavon, Co. Armagh BT65 5DU
Tel: (028) 38314950 Fax: (028) 38314966
Email: info@lismorecomp.craigavon.ni.sch.uk

Principal: Mrs Fiona Kane, BA (Hons), PGCE, Dip.Ed, PQH (NI)

Date: _____

Re: _____

Class: _____

Dear

It has come to my attention recently that your son/daughter
_____ has shown a considerable improvement in the
area of:

- (a) behaviour and acceptance of school rules and Code:
- (b) attendance;
- (c) punctuality;
- (d) homework/coursework;
- (e) general effort and interest.

I am very pleased with this improvement and would ask you to congratulate
_____, and encourage his/her further development of
recent positive attitudes.

Yours sincerely,

Lismore Comprehensive School



Drumgask, Craigavon, Co. Armagh BT65 5DU
Tel: (028) 38314950 Fax: (028) 38314966
Email: info@lismorecomp.craigavon.ni.sch.uk

Principal: Mrs Fiona Kane, BA (Hons), PGCE, Dip.Ed, PQH (NI)

Dear Parent,

Your son/daughter has been identified by his/her Form Teacher and Head of Year as causing concern for repeated incompleteness of Homework.

This is a situation that we cannot allow to persist as it may have a significant impact on your son's/daughter's progress and achievement in Lismore.

We would like to invite you to consider the following strategies towards improvement for your son/daughter:

- Attendance at our after-school homework/study facility
- Encourage your child to record all homework daily
- Ensure each evening that homework is completed and signed and dated by you.
- Ensure each evening that all materials and equipment are ready for the following day's lessons

As we share a common interest in _____ educational welfare and progress, I would be most grateful for your co-operation and support in working towards an immediate improvement.

Yours sincerely,

Key Stage Manager