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ST JOHN'S COLLEGE
CARDIFF

Homework Policy

St John's College

HOMEWORK POLICY

This policy applies to the Senior School.

Version: September 2020

Rationale

At St John's College, we seek to help our students achieve their academic potential. Homework is viewed as an important means of supporting student achievement and developing the routines of independent study.

Homework provides opportunities to:

- Reinforce, consolidate and extend work done in class;
- Prepare for forthcoming work in lessons;
- Practise key learning skills;
- Further challenge and extend students;
- Provide focus and support for students with ALN;
- Assist in the completion of coursework;
- Encourage pupils to read more widely;
- Access areas of study and make use of materials and resources, which are not available in the classroom, including, where appropriate, the use of Google Classroom;
- Develop skills of independent learning, including self-discipline, good study habits and time management;
- Support Assessment for Learning, so that students are able to recognise their achievements and identify ways to improve their learning;
- Involve parents and other adults as partners in education.

Homework is also used by teachers as a means of gathering feedback on student progress, in order to inform future planning.

Homework is set in all subjects according to the published Homework timetable (available annually on the Parent Portal). Students record homework during the lesson in their school diary. As a matter of good practice, whenever practicable, homework tasks are differentiated in order to meet the needs and abilities of students; to offer challenge to stretch individuals, but not be overbearing for those who find the subject more difficult.

Responsibilities:

Subject teachers are responsible for:

- Setting, assessing and providing formative feedback on homework;
- Providing opportunities for students to reflect on formative feedback, so that they have a clear idea on how to improve;
- Recording homework set and marks achieved;
- Following up on homework that has not been handed in, or that has been completed unsatisfactorily;
- Advising students, so that their time is managed effectively in order to allow deadlines to be met;
- Ensuring that the aims and learning outcomes of homework activities are clearly communicated to students;
- Liaison with the Form Tutor regarding students who are repeatedly not completing homework satisfactorily.

Heads of Department are responsible for:

- Ensuring that the department has an agreed policy on homework, which details how the School policy is implemented in each subject area;
- Monitoring teachers within the department to ensure that the implementation of homework is in accordance with departmental and school policy;
- Ensuring that homework activities are appropriately challenging, relevant and are consistently used by all teachers;
- Ensuring that homework activities are detailed in Schemes of Work;
- Supporting teachers within the department in achieving a satisfactory outcome with students for whom there are concerns relating to homework.

Form Tutors are responsible for:

- Checking that students are recording homework in their student diary appropriately, and taking follow up action as necessary;
- Liaison with subject teachers (and parents) to facilitate a satisfactory outcome in cases where students are behind with homework or overburdened;
- Encouraging students to complete homework on the night that it is set wherever possible, irrespective of when it is due.

The Directors of Academic Studies are responsible for:

- Establishing the framework for the homework timetable;
- Monitoring the implementation of the policy throughout the school;
- Publishing the homework timetable at the start of term.

Implementation:

1. Students and parents receive a copy of the homework timetable at the start of the academic year, in addition to the school's expectations relating to homework.
2. Homework must represent the student's own work (please see the school's Anti-Plagiarism Policy) and must be completed on time (please see the school's Rewards and Sanctions Policy for sanctions relating to late homework).

The amount of time spent completing homework each evening varies according to the age of the student; typically, homework of the duration outlined below is set. In some cases, there will be a different number of subjects setting homework on different days. This is to allow some flexibility in the timetable, in order to ensure that students have the opportunity to manage their time and meet deadlines.

Senior School

R12 and R13 Subject homework lasting 20 - 30 minutes are set. It is anticipated that virtually all of this work can be completed during supervised Homework Club after school (4pm-6pm). Students remaining in school for Homework Club are encouraged to have a reading book in case they complete their homework before the end of the session.

R14 Subject homework lasting approximately 30 minutes each are set. Students remaining in school for Homework Club should be able to complete this work before leaving, but they should also be encouraged to have a reading book available in case they finish before the end of the session.

R15 Subject homework lasting 45 minutes each are set. It is unlikely that students will complete this work during Homework Club (should they choose to attend), particularly as the demands of GCSE coursework develop. Students will therefore need to devote additional time to homework at home. Homework tasks are likely to be linked to GCSE coursework assignments and so will spread over a number of weeks in some cases.

R16 Students follow a flexible homework timetable, where subjects will set a pre-determined number of homework over the fortnightly period. The timing of the homework and associated deadlines is at the discretion of the teacher. This is to encourage independent learning and help students develop time management skills.

L6 / U6 A Sixth Form student is expected to spend at least 5 hours in Year 12 (when taking 4 subjects) and 6/7 hours in Year 13 (when taking 3 subjects) per subject each week of private study. This is likely to involve background reading, preparing additional notes, reviewing notes, completing coursework assignments and revision.

3. Students record homework in their student diary. Form Tutors monitor the use of the diary and sign it each week. Parents are also asked to sign the diary each week.

4. Arrangements for Homework Club:

- All students may attend Homework Club which is a supervised, silent working session that runs from 4pm until 6pm in the school canteen;
- Students must sign in and out of Homework Club. Senior pupils may sign themselves out, but must leave the school premises via the main exit immediately for health and safety reasons;
- All students must be collected by a parent or guardian or make arrangements to walk/get the bus home by 6pm;
- Exemplary behaviour is expected at all times in Homework Club. The Homework Club behaviour policy is clearly displayed in the canteen for parents and pupils to read.

Guidelines on homework

If a student stays for Homework Club, then it is expected that he/she will work quietly and effectively during homework time. It is not acceptable for a student to disturb other students or to disrupt homework. Staying at school for homework therefore has to be viewed as a privilege and the school reserves the right to suspend this privilege and, ultimately, to remove it if a student does not behave appropriately.

If a student is involved in an activity after school then it will not be possible for him/her to attend Homework Club. In such cases, homework will need to be completed at home in the evening. We discourage students from completing homework at lunchtime because we believe they need a break in the middle of the busy school day.

Although there are many benefits to a student if he/she stays for Homework Club, it is our experience that it is not always beneficial for a student to stay at school every evening of the week. If it is practical for parents to do so, we would encourage a balance during the week between staying at school for homework and going home to do homework.