

ANGLO EUROPEAN SCHOOL



HOMework POLICY

Policy	Homework Policy
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AES Homework Policy

Homework is an important feature of any successful school and makes an important contribution to learning. It is integral to all schemes of work. The school sets high expectations of students in completing homework. A homework timetable is issued at the beginning of the academic year which includes time allocations.

Purpose

Homework should encourage pupils to develop the skills, confidence and motivation needed to study effectively on their own. The school aims to promote the ability to learn independently and to develop the flexibility necessary for lifelong learning. Homework should reinforce and consolidate the skills and understanding developed at school, and extends the learning process, for example through additional wider reading and research.

The school also considers homework to be a means of involving parents directly in the learning process. It is an extension of the idea of partnership in learning. Homework is also a means of managing particular demands such as GCSE preparation for controlled assessment and revision for assessments and examinations.

Nature

Homework should be a specific task, appropriate to the time available, the age and ability of the student.

Homework should be differentiated. Extension or enrichment work & wider reading should be available for the most able and support to complete the task should be available for the less able. Wider and recommended reading lists are available on the curriculum pages for each subject on the school website. Teachers will supplement this with additional reading applicable to the relevant module of work being studied.

Homework is also one forum for promoting reading for pleasure and improving literacy skills. Where students have completed work before the end of the allocated time, they should use the additional time to read around the subject or read for pleasure.

Recording of Homework

Homework should be recorded in the school organiser in class. This is the students' personal record of their work commitments and deadlines. Tutors and parents should check and sign this weekly and use this as a means of communication for rewards and concerns.

From October 1st 2012, all homework will be recorded on "Show My Homework". This is an on-line resource which enables staff, students and parents to view homework set by staff and manage their deadlines. This also ensures that all instructions are clear, resources are accessible to all and homework set is transparent for all.

Homework Support, Tutor Period & Study Club

We recognise that not all students have access to a wide range of resources at home and so our Study Club is available for all students from 8am until the start of school, at lunchtimes and after school until 5pm in the Library. This is supported by our Study Club Managers who support students find and access suitable resources, support literacy and the completion of homework tasks in a supportive and inclusive environment.

Our librarians are also available to find suitable resources for study and research purposes and can collate materials on request for use in out of hours study clubs to support homework completion.

Our Cyberclerk supports students use electronic resources such as computers, the internet and audio devices for the completion of homework. They also ensure e-safety when using e-resources on-line.

In addition, 1 hour of independent study is allocated to students each cycle which is supervised by the tutor. In this time students can complete homework, research, read independently or undertake literacy activities. This also teaches students to manage their time and homework tasks.

Time Allocation

A homework timetable is published for each group and this should be closely adhered to by staff. The student should have a copy of their homework timetable in their organiser. Although each day has some variation, the following time allocation is a guide to the amount of time students should spent studying outside the classroom. They may of course, complete this in study club or tutor periods.

	Average Time allocation per evening
Year 7	60 minutes
Year 8	60 minutes
Year 9	70 minutes
Year 10	80 minutes
Year 11	80 minutes
6th Form	150 minutes

Role of Parents

The school recommends that parents ensure that suitable facilities for study exist in the home. This should include books, access to a computer & internet where possible and a desk with adequate lighting in a quiet area. Time should be set aside for completion of homework each night and the work done should be monitored as appropriate through the homework organiser and “Show My Homework”. If circumstances mean that it is difficult for families to provide proper opportunities for homework then parents should contact their child’s Year Leader. The school will do whatever it can to provide support where possible.

Parents are important partners in the monitoring of homework. If concerns exist over the amount of homework (be it too much or too little), these concerns should be brought to the attention of the tutor, subject teacher or Head of Department in the first instance. If the concerns are more general then the Year Leader should be contacted.

Encouragement and support should be offered but care should be taken to ensure that the work is that of the student and that external sources of information are acknowledged. This is particularly

important for examination courses (see our Academic Honesty Policy). We are obliged to inform examination boards if we have reason to believe that a student's work is not his or her own work.

Monitoring of Homework

Monitoring is conducted according to a schedule published by the Senior Leadership team termly which high-lights particular year groups, key foci and areas for improvement which are being closely monitored. Random sampling also takes place using the following methods:-

Monitoring Method	Focus	Who monitors?
Work Sampling	Quality and frequency of homework set in a particular subject Groups and individual progress	Head of Department, Senior Leadership Team Link
Organiser Sampling	Adherence to the homework timetable Quality and variety of homework set. Rewards and sanctions	Head of Department, Year leaders, Senior Leadership Team
Organiser weekly checks	Adherence to the homework timetable Quality and variety of homework set. Rewards and sanctions Groups and individuals' progress	Tutors, parents
Learning Walks:	"Drop in" observation of lessons including sampling of organisers and work	Senior Leadership Team, Heads of Department & Heads of Subject.
Lesson Observations:	Quality and frequency of homework set in a particular subject or by a particular teacher Groups and individuals' progress	Senior Leadership Team, Heads of Department & Heads of Subject. Year Leaders
"Show My Homework"	Quality and frequency of homework set in a particular subject or by a particular teacher Nature of homework and resources uses	All staff.