
HOME STUDY/HOMEWORK

PREFACE

Chiltern Hills Academy is a learning environment at the heart of its community. We encourage every person in our community to:

Create, Aspire and Excel to 'Live life in all its fullness' (John 10:10)

We achieve this through our dedication to the seven Christian values of love, hope, self-discipline, compassion, forgiveness, respect and honesty.

We are a community in which staff, students and parents work collaboratively to develop a learning environment and organisation which is spiritual, safe, innovative, creative and exciting. All members of the Academy are motivated and inspired by the vision to give their best and to play a full part in the life of the school and in their own developing lives.

The Governors at Chiltern Hills Academy are committed to achieving the vision and values. They oversee and monitor this policy to ensure that this is being achieved.

Homework is essential to learning because it:

- Consolidates and extends work covered in class or prepares students for new learning
- Encourages students to access resources not available in the classroom
- Develops research skills
- Gives an opportunity for independent work
- Can be used to assess progress and understanding
- Provides feedback in the evaluation of teaching
- Enhances study skills e.g. planning, time management and self discipline
- Allows students to take ownership and responsibility for learning
- Engages parental co-operation and support
- Creates channels for home school dialogue.

Homework can be:

- Independent learning
- Consolidation of work in class
- Practice-learning by doing
- Completion of course work assignments
- Research
- Reading
- Interviews
- Drawing
- Using ICT
- Recording.

All homework tasks at Chiltern Hills Academy should:

- Be set regularly and be proportionate to the number of lesson in any given week
- Be explained in the lesson and then published on Show My Homework
- Provide challenge and if appropriate be differentiated

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- Be worthwhile and not driven by how long it will take to complete
- Not be about 'finishing off class work'
- Be marked by the teacher and assessed formatively
- Provide variety, be interesting and engaging
- Not exceed 20-30minutes (can be split in smaller chunks).

With some exceptions (e.g. Core PE) homework will be regularly set and checked for its completion. Homework will be marked/assessed as appropriate.

1. A Student Planner will be issued to each student; this must be carefully maintained with a record of work set in each subject.
2. Checking of Student Planners will be completed weekly by Academic Tutors. In this way we hope that parents/carers can learn about and become more involved in what their son/daughter is learning
3. All students and parents will be issued with a login for Show My Homework, in order to monitor and track their child's homework on a daily basis.
4. Academic Tutors and Academic Year Leaders will monitor the content and use of planners and make checks of individual planners and the planners of the whole year group.
5. Where a piece of work (e.g. coursework) has to be completed over a period of several weeks, the student must make an entry on the days where part of the work is done.
6. Students should enter the subject headings for each day of the week in those subjects for which homework is expected.
7. Replacement planners for those lost, damaged or defaced must be purchased from Student Services. Temporary planners are available from the Student Services offices for short-term use.
9. Students' Planners must be carried by all students every day and should contain a copy of their lesson and homework timetables. There should be an entry each day showing the subjects for which homework is expected. "None set" should be entered where no homework is given. Parents/carers should sign the Student Planner each week and Academic Tutors should make regular inspections to see that Student Planners are being kept fully up-to-date. Lost planners must be replaced at the current cost. A temporary replacement sheet is available from the college office to ensure that students always have a planner to complete their homework.
10. Some departments may choose to set homework projects for students to complete over a longer period of time and it is important that student progress with these projects is monitored and students and parents are fully informed. Good practice would be to include interim dates with associated targets.

11. Key Stage 3 (Years 7 & 8)

In KS3 homework is a valuable tool for developing independent study. For some students this will be the first occasion where they have studied unsupervised by a teacher. It is, therefore,

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essential that set homework is well prepared and that the student is very clear of exactly what is required of the homework task. Where appropriate teachers will provide additional guidance/resource sheets when posting homework on the Show My Homework site.

Homework may be a natural extension of the work covered in class, preparation for work to be done in the future, or revision of work already covered. Homework need not always be of a written nature, but it is worth noting that parents may equate homework with a written exercise.

12. Key Stage 4 (Years 9, 10 & 11)

During KS4 some of the homework set may involve the completion of coursework, where examination board conditions permit, and these types of homework tasks may last several weeks. It is important that the subject teacher has ensured that the homework specifics are clearly understood by the students and accurately recorded in their Student Planners. In Year 11 all students are timetabled a fortnightly independent study lesson where they can continue with or complete homework and coursework with access to on-site computers.

13. Key Stage 5 (Years 12 & 13)

Assignments given to students in Years 12 & 13 are often of a longer and more individual nature than previous year's homework tasks. Students in the Sixth Form are allocated "Individual Study" periods and it is important that the use of this time is planned for with the homework tasks set.

14. Show My Homework

Show My Homework is an online homework calendar where teachers post homework for their students. It can be accessed anywhere and can be navigated easily. When homework is set in lessons, teachers will post their homework on the calendar and students can view this at any time, as can parents. It is very easy to use and we are confident that it will be extremely helpful for parents in monitoring their child's homework on a daily basis.

Show My Homework is:

- Easily accessible for students, teachers and parents
- Used by staff and posted online on the same day for students and parents to view.
- Not currently a replacement for planners as they will continue to be monitored by Academic Tutors and used by students to record when homework is set and due in.

Planners will continue to be used to record that the homework has been set and the date it is due.

All students and their parents have been issued with login details.

Homework frequency table

Subject	Lessons in 2 week timetable	Frequency
Business Studies	Y9/10/11 = 4/5	Weekly
Computing	Y7/8 = 1	Fortnightly
Design/Food	Y7/8 = 4	Fortnightly

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		20 – 40 minutes
	Y9/10/11 = 4/5	Weekly 60 minutes
Drama	Y7/8 = 2	Fortnightly
	Y9/10/11 = 4/5	Weekly
Dance	Y7/8 = 1	Fortnightly
	Y9/10/11 = 4/5	Weekly
English	Y7/8 = 8	Weekly - Literacy homework booklets (30 minutes)
	Y9/10/11 = 9	Weekly Reading - 60 minutes (3 x 20 minutes) Linked to scheme of work – typically 60 minutes
Geography	Y7/8 = 3	Fortnightly
	Y9/10/11 = 4/5	Weekly
History	Y7/8 = 3	Weekly
	Y9/10/11 = 4/5	Weekly
Maths	Y7/ 8 = 7	Weekly 40 minutes in total but may be split into 10 minutes each
	Y9/10/11 = 8/7	Weekly 40 minutes in total but may be split into 10 minutes each
Music	Y7/8 = 2	Fortnightly
	Y9/10/11 = 5	Weekly 60 minutes written task Ongoing practice on student's chosen instrument to a minimum weekly total of 60 minutes (4 x 15 minute sessions)
Religious Studies	Y7/8 = 2	Fortnightly (20-30 minutes)
	Y9/10 = 3	Weekly
Modern Foreign Languages	Y7/8 = 4	Weekly (20-30 minutes)
	Y9/10/11 = 4/5	Weekly
PE	Y7/8 = 4	Homework is not set for Core PE
	Y9/10/11= 4/5 (KS4 option)	Weekly
Science	Y7/8 = 7	Weekly
	Y9/10 = 10	
	Y11 = 8 (+2 for Triple)	

EXPECTATIONS

Teaching staff will:

- Record all homework and post homework on Show My Homework on the same day it has been issued (can be posted in advance)
- Have their homework record available at Progress Evenings to share with students and parents

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- Follow the guidelines on frequency and duration of set homework
- Mark/assess the homework as appropriate, within the specified timeframe
- Check tutees' planners are signed by parents/carers.

Students will:

- Check Show My Homework on a regular basis
- At the beginning of each lesson have their planner on their desk
- Complete homework set even if the lesson was missed
- Record the subject and due date in their planners
- Complete homework on time to the best of their ability
- Make arrangements to complete the homework in school, if it is not possible to complete at home.

Parents will:

- View the planner at least once per week
- Monitor the homework set and contact the Academy (Academic Tutor) if they are worried or have concerns about homework.
- Subject teachers will follow up students who miss deadlines and/or when homework is incomplete. If homework is missed without reasonable explanation then a student should receive a sanction from their subject teacher in line with the Academy's policy. This may include referral to the Subject Leader.
- Where there is a situation of regular non-completion of homework by a particular student, the subject teacher will record this and refer the student to the Subject Leader. They may then liaise with the Academic Year Leader, who may in turn follow up this situation to see if there is a pattern across subjects.

MONITORING, EVALUATION AND REVIEW

This policy will be reviewed when there are changes in the law or at least every two years, to assess implementation and effectiveness.

This policy will be promoted and implemented throughout the Academy.

Associated Policies / Procedures:

Behaviour and Management Policy; Home School Agreement; Staff Handbook; Curriculum Policy; Assessment and Marking; Recording & Reporting Policies; Learning and Teaching Policy