



HOMEWORK POLICY

Senior School

Reviewed: **May 2024 (CM)**
Governor Review: **May 2024**

Rationale:

Homework should be well integrated within the pupils' everyday work and planning, if it is to be educationally beneficial.

The key criteria in assessing its effectiveness should be the extent to which homework is contributing to the progress pupils make at school and their attitude to learning.

A regular structured programme of homework is an important part of the learning process when: -

- children and parents are very clear about what they need to do
- parents are partners in their daughter's learning
- tasks are carefully planned and structured to support progression in learning as part of the school's schemes of work for different areas of the curriculum
- there is a regular programme so that everyone - pupils, parents and teachers, know what to expect each week
- pupils receive prompt, clear feedback on their work
- there is firm guidance and a team approach to ensure consistent practice
- homework policies are regularly monitored and evaluated to check that they support pupils' learning in the best possible way.

Homework, therefore, is offered as a means of complementing, extending, reinforcing or consolidating the work done in the classroom and thus promoting effective teaching and learning.

Aims:

- To develop an effective partnership between Alderley Edge School for Girls and its parents in pursuing the aims of the school at both Junior and Senior levels.
- To consolidate and reinforce skills and understanding, particularly in literacy and numeracy.
- To exploit resources for learning of all kinds at home.
- To extend school learning.
- To promote a positive attitude to work and to encourage pupils to develop confidence and academic self-discipline to study on their own, developing independent learning and the management of their own time.
- To develop problem solving skills.
- To provide staff with evidence of pupils' capacity to learn independently across a variety of activities.

- To enable staff to evaluate the effectiveness of the teaching methods and material.

Guidelines:

- A homework timetable will be produced at the start of each academic year.
- The Departmental Schemes of Work produced by Heads of Department will identify opportunities for homework tasks and relate them to the relevant programme of study ensuring they are linked directly to what is being taught in the classroom. It will be the responsibility of the Head of Department to monitor the quality and standardisation of the marking and the appropriateness of the assignment. The main ways for monitoring the quality of homework is through work scrutiny and pupil voice interview.
- Subject staff must ensure that homework tasks are appropriately differentiated by task/outcome to suit the age and ability of the pupil and that the time demands on students are reasonable.
- Subject staff are responsible for entering tasks onto the Satchel One app in a timely and thorough fashion.
- Subject staff are responsible for ensuring homework is collected and marked promptly, regularly and consistently. Homework assignments should be returned as soon as possible after marking, usually within a week.
- Every piece of work does not have to be marked in detail but on a regular basis, work should be marked in detail and feedback given in accordance with the Feedback Policy.
- Failure to complete homework without good cause should be dealt with firmly.
- All staff should record the homework set in iDoceo/ their record books stating task and date. Heads of Department are responsible for monitoring the setting of homework and ensuring it is set during a colleague's absence.
- Homework should not be merely finishing off the lesson material; it should be a discrete exercise with a differentiated component where appropriate. It should however be a natural progression from classroom activity.
- The school will inform parents of our approach to homework and the homework timetables on My School Portal and seek to involve them in applying and monitoring this policy.
- Pupils will receive a copy of the homework timetable at the beginning of the academic year. They use the Satchel One app to organise their homework in terms of its completion.
- Pupils are expected to complete all homework to the best of their ability and return it to the member of staff concerned by the time stated. If homework is not given in, the homework referral system will be implemented (see Sanctions).
- Homework should be designed to ensure a range of skills are developed.

Procedure:

1. Heads of Department and members of their departments are responsible for ensuring that the demands of homework are manageable for pupils on a day-to-day basis.
2. Some homework should be differentiated where appropriate to take account of individual needs.
3. Departments should ensure that not too much time is spent 'finishing off' written work from the lesson or copying out notes from printed sheets.
4. In order to monitor and evaluate the effectiveness of our policy, the Heads of Year, Heads of Department and the Deputy Head, Academic are responsible for checking a sample of Satchel One and assignments. They will discuss how far the homework policy is being successfully implemented.
5. The majority of homework assignments should be marked and returned within seven days.
6. Comments on homework should praise work which is well done and set down specific targets to ensure improvement in the future.

Homework for Sixth Form

Official homework timetables do not exist in the Sixth Form. Students are expected to manage their own workloads and to make appropriate use of study periods, evenings and weekends to complete assigned tasks for their subjects as well as to engage in wider reading.

Teachers will determine when it is appropriate to set work and what the deadlines are. Students should spend at least four hours per week on each subject in addition to their lesson time.

Where teachers set specific homework tasks it may sometimes be expected that homework will be completed on the day set and handed in the next day. At other times an extended period of time may be given for completion of the work and a date fixed for handing it in. This will obviously impose the need for careful organisation of time to avoid accumulating a large quantity of work as deadlines approach. While Sixth Form students do need to develop greater independence, it is hoped that parents will continue help by encouraging their daughters to organise their time sensibly.

Homework and independent study should be treated seriously and done in a suitably quiet environment. Ideally, students should have a designated space for work at home away from other distractions.

Sixth Form study is academically rigorous and students will need to spend a significant amount of time completing work and engaging with their subjects outside the classroom. If, however, a student is struggling to manage her workload then her Form Tutor and Head of Year should be consulted.

Ms J Billington

Head of Sixth Form

HOMEWORK FOR YEARS 10 AND 11

In addition to each girl's homework timetable this statement provides some information about the Homework Policy in Years 10 and 11. Students should spend at least two and a quarter hours on school work every evening and at least five hours every weekend.

Although the homework timetable is based on the allocation of time to each GCSE subject as shown, the demands of GCSE and the nature of course work in many subjects will make it impossible to adhere strictly to this scheme. The time spent is much less important than the quality of the tasks set and the way they are planned to support learning.

In some subjects it is expected that homework will be completed on the day set and handed in the next day. At other times and in other subjects an extended period of time may be given for completion of the work and a date fixed for handing it in. This will obviously impose the need for careful organisation of the girls' time to avoid accumulating a quantity of work as deadlines approach. It is hoped that parents will help by encouraging their daughters to organise their time sensibly.

It may also be necessary to set a piece of work requiring more than the allocated time. When this is the case, there should be occasions to compensate where less time demanding homework is set.

Homework should be treated seriously and done individually as a means of continuing and consolidating class work through reading, learning, research and practising various skills. There is no such thing as 'no homework' in Years 10 and 11. If there has not been a specific task set, students should ensure their understanding of recent class work by reading through class notes or the relevant chapter in the text book. There are lots of revision websites which are useful if students have any spare time.

Where much more, or less, than the suggested time is spent on homework in one or more subjects, a pupil's Form Tutor and Head of Year should be consulted.

Mrs Waite and Mrs Leigh (Heads of Years 10 and 11)

HOMEWORK FOR YEAR 9

In addition to each girl's homework timetable, this statement provides some information about homework policy in Year 9.

The amount of time allocated to each subject for homework in the Year 9 is intended to be a guide. The time spent is much less important than the quality of the tasks set and the way they are planned and support learning. Although it is not expected that set homework will exceed the allocations by much, there may well be occasions when it is necessary for additional time to be spent e.g. when writing up for a Geography field

course or completing an extended piece of work such as an English essay. When this occurs, there should be other occasions when little, or no, homework is set.

In the majority of subjects homework is set on a regular basis to be given in the following day. However, there are occasions when an extended period of time may be given for completion of the work. This will make it necessary for girls to organise their programme of homework more carefully.

It should be appreciated that homework is not set simply because time has been allocated for it. Homework is set only where it is an integral part of each subject's programme and the need for it will be determined by its importance in the study of each individual subject. As a result, it may not be appropriate to set homework in some subjects or on some occasions.

Homework should be treated seriously and done individually as a means of continuing and consolidating class work. It may involve reading from text or library books, learning or practising various skills.

Where much more, or less, time than the suggested amount is being spent on homework in one or more subjects, parents are asked to contact their daughter's Form Tutor.

Mrs Broom Head of Year 9

HOMEWORK FOR YEARS 7 AND 8

In addition to each girl's homework timetable, this statement provides some information about homework policy in the first two years.

The amount of time allocated to each subject for homework in Years 7 and 8 is intended to be a guide. The time spent is much less important than the quality of the tasks set and the way they are planned and support learning. Although it is not expected that set homework will exceed the allocations by much, there may well be occasions when it is necessary for additional time to be spent e.g. when writing up for a Geography Field course or completing an extended piece of work such as an English essay. When this occurs, there should be other occasions when little, or no, homework is set.

In the majority of subjects homework is set on a regular basis following the homework timetable. In most cases, work is not set for the next day to allow girls to manage their homework alongside their extra-curricular commitments.

It should be appreciated that homework is not set simply because time has been allocated for it. Homework is set only where it is an integral part of each subject's programme and the need for it will be determined by its importance in the study of each individual subject. As a result, it may not be appropriate to set homework in some subjects or on some occasions and thus revision should be set.

Homework should be treated seriously and done individually as a means of continuing and consolidating class work. It may involve reading from text or library books, learning or practising various skills.

Where much more, or less, time than the suggested amount is being spent on homework in one or more subjects, parents are asked to contact their daughter's Form Tutor.

In cases where it is necessary for girls to learn from home (such as during the Covid pandemic), the above may be adapted to meet the needs of pupils and staff. Usually, pupils will be expected to follow their normal homework timetable, with key pieces of work submitted online, as requested by staff.

In Year 7 a 'phased' approach to homework is taken, so that girls get used to the process of being set and submitting homework. This will be determined by the Head of Year 7, but will usually include a period of no homework for 2 weeks, then core subjects only for a further week and then all remaining subjects.

Ms Stokwicz and Miss McConville Heads of Years 7 and 8

HOMEWORK ALLOCATION

Allocations are minutes per subject per week.

HOMEWORK ALLOCATION

	Year 10	Year 11
Mathematics	2 x 40	2 x 40
English	3 x 40	3 x 40
Double Science	3 x 45	3 x 45
Triple Science	6 x 40	6 x 40
Option Subjects (including MFL)	2 x 40	2 x 40

HOMEWORK ALLOCATION PER FORTNIGHT

	Year 7	Year 8
Mathematics	3 x 30	4 x 30
English	3 x 30	4 x 30
French	3 x 20	3 x 30
Biology	1 x 30	1 x 30
Physics	1 x 30	1 x 30
Chemistry	1 x 30	1 x 30
History	1 x 30	1 x 40
Geography	1 x 30	1 x 40
R&P	1 x 30	1 x 40
Computing	1 x 30	1 x 30

Design Technology	1 x 30	1 x 30
Food	1 x 30	1 x 30
Art	1 x 30	1 x 30
Music	1 x 30	1 x 30
Spanish	2 x 20	3 x 20

Allocations are minutes per subject per fortnight.

This is a flexible framework which we hope will be helpful to both parents and pupils.

HOMEWORK ALLOCATION PER FORTNIGHT

Year 9

Mathematics	4 x 30
English	4 x 30
Biology	1 x 40
Physics	1 x 40
Chemistry	1 x 40
History	2 x 30
Geography	2 x 30
Religious Studies	1 x 40
Computing	1 x 40
Design Technology	1 x 40
Food Technology	1 x 40
Art	1 x 40
Music	1 x 40
French	3 x 30
Spanish	3 x 30

Allocations are minutes per subject per fortnight.

This is a flexible framework which we hope will be helpful to both parents and pupils.