

HOMEWORK POLICY

CVAS acknowledges that many of our students are actively involved in a range of co-curricula activities after school hours. Many of these activities are very beneficial to their personal development and we strongly encourage them to remain involved in their activities as it creates balance to their lives. However, within this busy schedule CVAS does require our students to find an appropriate amount of time to complete the homework set by their class teachers.

The regular and consistent completion of homework is an important part of each student's academic programme. It fosters habits of self discipline, organisation, preparation and independent work early in our student's lives as well as reinforcing, consolidating and revising work that has been covered in class.

Purposes of this Policy

The purposes of this policy are to:-

- Convey to students, parents, staff the School's beliefs and expectations regarding the setting and completion of homework;
- Foster a partnership between all involved in ensuring that quality homework is produced;
- Convey to students the importance of effort and resilience to academic success;
- Emphasise the importance of encouragement and support by teachers, parents, staff in student's efforts to complete homework;
- Give teachers guidelines on setting the appropriate type and amount of homework at different levels.

Aims of Homework

- To reinforce/consolidate/revise what has been covered in class;

- To develop independent study/research techniques and/or develop individual organisational skills;
- To allow time for students to work in solitude, to encourage personal reflection and self evaluation, and to associate learning with an environment other than the classroom.
- To extend the curriculum into wider areas than class time allows;

Expectations

Each student is expected to:

- Work their hardest during the school day and at their homework;
- Take an orderly and self-directed approach to their homework, which should be seen as a necessary extension of the school day;
- Plan their time, by completing an assignment or preparing for a test over a number of nights rather than leaving this until the last available night;
- Keep details of homework set each day in their diary;
- Produce quality work on the day for which it is set;
- Do homework at home, at Homework Club or in supervised study periods.
- With the assistance of their Tutor develop a homework/study timetable that works for them.

Types of Homework

Homework is set for the purposes of PRACTICE, PREPARATION and/or EXTENSION.

The types of homework generally set include:-

- Exercises, worksheets, assignments or projects set by the teachers along with corresponding requirements, such as due date, format, length, etc

- Assessment tasks;
- Reading for meaning /enjoyment /note-taking /comprehension /interpretation /awareness;
- Learning of content, including rote-learning of verses, spelling language, vocabulary, grammatical rules;
- Revision to prepare for a test or to ensure mastery;
- Extension work and/or practical work;

Time Guidelines

Years 7 – 8 1 1/2 hours or about 10 – 20 minutes per subject per day

Years 9 – 10 2 hours or about 15 – 25 minutes per subject per day

Years 11 – 12 3 hours or about 30 – 45 minutes per subject per day

- If no homework has been set, students are expected to use the time available for revision, working ahead, and/or preparation for the next test.
- If a student spends the required amount of time on a subject but does not complete the task set, one of their parents should write a note on his homework.

Staff Guidelines

- It is the **expectation of the School that all teachers set regular homework.**
- Regularly check **student diaries** to ensure that they are serious about recording homework. If homework is not set on a particular day, they should write 'NIL' as the entry for that subject in their diaries. Ensure that students in Years 7 – 10 write homework entries in their School diaries. Recommend this for students in Years 11 – 12.
- Homework may be **short term** (overnight) or **long term** (more than one night). In order to provide students in Junior years with appropriate structure, it is recommended that homework be predominantly short term in nature. For long term work, the following are useful:-

- Reminders about due date
 - Reminders to break work up over a number of nights
 - Progress checks – these could be built into an assessment scheme
-
- **Check** homework regularly, especially at the beginning of the year.
 - Keep **records** of homework checked. Consider building a homework mark into your assessment system.
 - Always give students **advice** about the requirements of the type of homework set.
 - Give the students the **purpose** of any homework set.
 - **Avoid holiday work** in the junior years; if students have worked hard each term, they deserve a break.
 - Insist on **quality** work being submitted. Ensure that there are consequences if this is not the case.
 - Insist on **correct spelling and grammar** as appropriate.
 - Avoid setting homework based on new work in the week prior to any examination. Instead, help provide students with some structure, requiring them to make study notes, make mind maps, do revision sheets and do past papers. Do not set projects or assignments in **Years 7 – 10 two weeks prior to examinations.**