



# **NEWRY HIGH SCHOOL HOMEWORK POLICY**



This school considers homework to be a vital part of a pupil's educational development and is an important link between home and school.

Homework promotes and develops independent learning and forms an integral part of learning and teaching within Newry High School.

## **Objectives of this Policy**

To inform and provide guidance for teachers, pupils and parents as to the setting, completion and monitoring of homework.

## **Objectives of homework**

- consolidate work covered in class
- promote and develop independent learning
- assess pupil performance
- contribute to pupils' self esteem
- develop study skills

This document seeks to:-

- outline the various types of homework which are usually set
- create a homework timetable suited to the age and ability of each class
- provide guidelines for pupils in doing homework
- provide guidance as to the responsibilities of parents/guardians regarding homework and the support they may give
- provide guidance for teachers in the assessment of homework
- provide guidelines as to the positive remedial action for those who fail to provide satisfactory homeworks
- foster a system for regular review of the effectiveness and purpose of homework

## **Setting of homework**

1. A homework timetable (Years 8-12) is drawn up annually by the Vice Principal for the guidance of teachers and as information for pupils and their parents/guardians.
2. Each pupil is provided with a pupil planner in which to record details of homework set. Tutors and parents will monitor the use of the pupil planner on a weekly basis
3. Teachers may set a variety of homework. The most common forms of homework tend to be written exercises in preparation for future lessons or to assess comprehension of work already covered in class. However teachers may set a variety of different homework for example: research, revision, project work, reading etc.

## **Advice to Pupils**

1. Always bring your pupil planner to school, keep it neat, tidy, up to date and organized
2. Write your homework timetable into your planner on your first day of school at the beginning of each academic year
3. At the beginning of each week write in the homework you expect to be set each day based on your h/w timetable
4. Make sure your parents sign your planner every week
5. Write your homework in your pupil planner as soon as the teacher gives it to you.
6. Organise your homework so that you might still have time for outside interests.
7. Find a suitable and quiet place to do your homework. Avoid distractions while you are completing your homework
8. Check that all homework are complete to your best ability and are for the deadline set by your teachers.
9. If you have any difficulty with your homework, ask for help from your parents and teachers.
10. In addition to any homework, it is important to revise each day's classwork until you understand and remember it.
11. Check the next day's timetable and pack your school bag accordingly the night before.
12. If you need a new pupil planner see your tutor immediately.

13. You are reminded that homework may form part of your subject assessment.
14. Written homework should be well presented, reflect careful effort and be handed in on time.
15. Other types of homework are equally important and also require your best effort.
16. If you have been absent from class/es it is your responsibility to find out homework that have been set and complete them.
17. It is necessary to show an attempt for every homework.
18. If for any reason you have not been able to complete homework set, a note written by a parent / guardian must be provided to the teacher explaining the reason must be provided
19. Repeated unsatisfactory homework will result in remedial action being taken by your teacher/s.
20. Use the school homework club to help support you with your homework

### **Advice to Parents**

1. Encourage your child with their homework and show an interest at all times.
2. Check and sign their pupil planner every week to make sure your child is completing all homework set.
3. Help your child find a suitable and quiet place to complete their homework.
4. Make sure your child spends the time necessary to complete all homework satisfactorily eg. listen to oral work, check presentation of their work etc.
5. An inspection of marked homework will help indicate your child's progress and attitude.
6. Try to help when your child asks for guidance.
7. If you have any queries about your child's homework please contact the school office.
8. Repeated unsatisfactory homework will result in remedial action being taken by staff. This may involve detention of your child and/or you being invited to school to discuss the problem.

## **Advice to Teachers**

1. Set homework according to the homework timetable produced by the VP each academic year
2. Set a variety of homework
3. If possible set homework at the beginning of lessons, this will ensure all pupils have time to write down their homework
4. Check pupils write down their homework in their pupil planner. If you decide not to set homework pupils should write in "none set"
5. It is at the discretion of the class teacher, having made every effort to obtain the homework, as to when to report a pupil to the Head of Department.
6. Teachers should obtain the homework at the earliest opportunity eg. next morning if possible and should mark it as soon as possible
7. If the homework is repeatedly not produced the Teacher should inform the pupil that the Head of Department will become involved. After school detention can be arranged at the discretion of the Head of Department and teacher involved but only in extreme cases. Support, guidance and other remedial action (e.g. breaktime detention with teacher, breaktime detention with VP) should be employed before a pupil is placed in after school detention.
8. If a pupil persists in not doing homework a standard letter should be sent home by the Head of Department requesting parents/guardians to attempt to rectify the situation.
9. Failure to rectify the situation will result in a letter requesting parents/guardians to arrange an interview with the Year Head.

## **Assessment of Homework**

1. Each subject has its own needs and each department will draw up its own methods of assessment, which should be standardised within the department.
2. Teachers should try wherever possible to make positive comments and always mark and return the work to pupils promptly
3. Pupils should be encouraged to evaluate and assess their own work.
4. The method of assessment should be easy to understand.