

**CIS**



# **Homework Policy**

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## **1. Homework in the Junior School.**

Best practice guidelines on homework give a broad indication of the type of activities and how much time pupils of different ages might reasonably be expected to spend on homework. For children in the Junior School, the best practice guidelines are:

- Reception – Approximately 15 minutes per evening + Reading
- Years 1 and 2 - Approximately 30 minutes per evening + Reading
- Years 3 and 4 - Approximately 40 minutes per evening + Reading
- Years 5 and 6 - Approximately 60 minutes per evening + Reading

CIS teachers will always plan homework carefully alongside the work the children do at school and will always make sure that all activities are appropriate for individual children. All homework activities will be related to work children are doing at school. However, homework will not always be written work.

For young children, it will largely be reading with parents or informal games to practice mathematical skills. For older children, homework may include reading, preparing a presentation to the class, finding out information, making something, trying out a simple scientific experiment or even cooking.

Generally, at CIS, we are very keen for parents to support and help children with their homework. There may be times when we will want to see what your children can do without support. It is also important, particularly as they get older, for your children to become increasingly independent in their learning. If you are unsure about what your role should be you should discuss it with your child's class or specialist teacher.

## **2. Homework in the Senior School**

At CIS, we believe that students who are assigned and do homework regularly are able to achieve more and that homework provides a useful extension of students' learning opportunities. Homework defined as a task to be done in students' own time after school hours.

## **3. Purpose of Homework**

The purpose of homework is to foster the development ability of each student for independent study and to reinforce skills learned in the classroom setting. The amount of time needed for completion of homework will differ depending on each child's study habits, background, matter, and personal standards.

Because of our diverse student population, homework assignments often need to be differentiated to accommodate each student's needs. Homework should provide an appropriate all abilities, recognizing individual and group needs, and the amount of homework will vary with grade level and individual ability.

When properly conceived, carefully designed, presented, and monitored by teacher, homework fosters development of independence, self-discipline, and responsibility, and extends the learning of students in the skills and content of instruction.

Homework is an integral part of the learning process and presents opportunities for:

- **reinforcement** of those skills already taught
- **preparation** for material to be presented/taught subsequently
- **extension** or transfer of a skill or concept to a new situation
- **enrichment** exercises
- **development** of research and presentation skills
- **development** of student's ability to work independently completing assigned work not finished in class
- **measuring** a student's knowledge and ability

#### 4. Senior School Homework Timetable and Guidelines

One of the more contentious issues in the homework debate is the amount of time students should spend on homework.

The most effective use of homework requires cooperation among teachers, students and parents.

Homework will be a regular part of each student's school experience. Students complete the assignment within the guidelines given below:

The following times are recommended daily averages:

- Year 7/8 Up to 1 ½ hours daily + free reading
- Year 9 Up to 2 hours daily + free reading
- Year 10/11 Up to 1 ½ hours daily on Core courses + 1 hour depending on the number of Option courses taken + free reading

Homework timetables must be attached to student homework diaries. These can be accessed via the student Intranet by students and staff Intranet by teachers.

## **5. Homework Requirement for Courses**

The homework structure relies on a time table system for each class. These timetables are posted on the student and staff Intranet. The DfE recommends that KS4 students spend 45 minutes studying per day per Core course and half an hour studying per day per Optional course. This means dedicating on average 2 hours a week for each Optional course.

Please note that students who are new to CIS and to our academic program may experience more homework at first as they are developing the study habits and laying the foundation for future success. As students move into higher grades and encounter more challenging material, the time needed to complete assignments will also increase and vary. While homework loads may seem heavy from time to time, teachers do assign what they believe is professionally and developmentally appropriate.

## **6. Homework and Absences**

A student is responsible for making up homework missed through absence. Responsibility to ask if there have been assignments during his/her absence as soon as s/he returns to school. The time allowed for completion of make-up work is equivalent to the number of days absent but not exceeding six school days.

## **7. Homework and Assessments**

Homework assessment is subject to each Assessment term's composition.

## **8. Homework and Vacations**

Reading assignments may be given over vacation in the secondary school and assignments for courses should be expected. Tests will not be given nor major projects due on the first day back from a vacation.

## **9. Responsibility for Homework**

**Teachers** are responsible for:

- Communicating homework expectations to students and parents

Assigning, monitoring, providing feedback, and returning student homework in a timely manner.

Assigning homework that is meaningful.

Differentiating homework assignments to accommodate the needs of each student.

Conferring with parents regarding homework concerns.

Explaining how homework will be incorporated into the students' grade will be communicated to parents and students in writing, at the beginning of the school year as part of the overall Continuous Assessment Plan.

**Students** are responsible for:

Writing down the homework assignments for each class.

Understanding the homework assignment(s) before leaving school.

Seeking teachers' assistance with assignments when necessary.

Taking home all necessary materials to complete the assignment.

Scheduling time for homework that is compatible with family and/or after-school activities.

Doing homework independently and neatly, with minimal parental help.

Completing the homework as assigned and turning it in on time.

**Parents** are responsible for:

Monitoring and checking the student's assignment book to make sure they are written down each day and ensure that the homework is being completed (especially Years 7-9).

Providing encouragement and support, showing interest in the student's attainment.

Assisting students in developing good study habits by providing a comfortable, well-lit study area away from distractions. This includes the computer and other electronics devices like MP3 players and iPods. Regardless of what students may claim, it is not possible to focus attention on school work while listening to music or chatting

on-line with friends.

- Encouraging students to set a regular time for studying.
- Monitoring students to ensure the homework is packed into the school bag (especially Years 7-9).
- Evaluating students'-out-of-school activities to be sure the student has sufficient study time.
- Conferring with teachers regarding any homework concerns.

Because all homework should be meaningful and assigned with a clear purpose in mind, emphasis should be placed on timely completion of homework, projects, or assignments. This builds responsibility and confidence in the student and ensures that the student is mastering the material.

### **Sanctions**

If a student does not complete the homework or if it is done improperly or carelessly, the teacher is encouraged to use a number of strategies to ensure completion, including student conferencing, mandatory after-school homework sessions, parent contact, parent conferences, etc.

## **10. References**

Aspects of this policy have been taken from / adapted from GTC documents.