

## Homework Policy

*“Effective teaching is not enough. Success for young people also relies (along with good teaching) on the homework and self directed learning that they do out of school hours, and classroom teaching flourishes when good teaching and self directed learning meet. We know that those who are going to do well in life are marked out by their self esteem, their motivation and their ability to take responsibility for their own learning.”*

Professor John MacBeath

### Purpose of homework

- To develop independent learning skills
- To develop study skills
- To enhance in class learning
- To synthesise/consolidate what has been learnt
- To develop higher order thinking skills
- To provide opportunity for enhancement/extension
- To develop a ‘love of learning’ leading into ‘lifelong learning habits’

### Features of homework at Elgin Academy

- Related to class work and related to teachers’ curricular objectives
- Well explained and with a clear purpose
- All pupils have plenty of time to copy down what is expected
- Well planned by the teacher or department
- Varied
- Manageable in the time given
- Challenging but not too difficult
- Homework is differentiated to meet the needs of all pupils
- Likely to promote confidence through success
- Recognised and rewarded
- Supported by teachers and/or parents

### Organising homework

- Each pupil is given a homework diary at the beginning of the year. It is used to record each piece of homework for each subject area and when it is due in.
- A timetable of departmental homework allocation is available on the school’s website.
- While the classroom teacher will ask pupils to use their diaries, the ultimate responsibility of recording homework and understanding the task rests with the pupil. If a pupil is absent on the day the homework was issued, it is the pupil’s responsibility to contact the classroom teacher on return.
- Parents are asked to sign the homework diary on a weekly basis. This is monitored during registration every Tuesday. Those who have their homework diaries signed consecutively for 4 weeks will receive a merit, while those who don’t will be referred to PT Guidance by registration teachers.
- PT Guidance will monitor use of the diary for those pupils highlighted via registration teachers during their PSE class.

### Marking Homework

- Homework (including the date it was issued) will be recorded and will be a part of each department’s scheme of work where appropriate.

- Each Principal Teacher is responsible for monitoring the setting and marking of homework.
- Homework will normally be marked and returned to pupils as soon as possible (projects/assessments will take longer) with comments and feedback. This might not apply to practical work.

### Parental Engagement

Parents can help to encourage good homework habits.

- If possible, homework should be undertaken in a situation where there are few distractions. A warm, quiet part of the house is ideal.
- An interest in ongoing class work as well as advice on set homework would be appreciated.
- Pupils should be encouraged not to leave major items of homework to the last moment if at all possible.
- There should be encouragement for pupils to keep notes in good order, to store books and jotters carefully and to check the following day's timetable the evening before, to see that appropriate books, jotters and equipment are packed ready for the following day.
- Parents are asked to sign their child's homework diary at the end of each week to indicate that they are aware of the homework their child has.

### Failure to hand in homework

We expect homework to be completed to the best of each child's ability and handed in on time. If homework fails to meet the expectations of the class teacher, then the appropriate action is taken:

1. The class teacher will have a discussion with the pupil to find out if there are good reasons for the failure to hand in the work. An extension may be granted based on the professional judgement of the teacher. If not, the pupil will be expected to hand on a date set by the teacher.
2. If homework is not handed in to the teacher, the classroom teacher will inform Principal Teacher Guidance and their Principal Teacher [curriculum] via email and send home a letter to parents via the office staff.

A homework club is available during certain lunchtimes of the week for students to complete homework in. The facility is supervised by a member of staff and S6 students.