

ECS Homework Policy 2017-18

(Updated July 2017; due for review January 2018)



Rationale:

The increased challenges of the new national curriculum and more rigorous examinations mean that our students need to be working harder and more independently. Homework develops independence in student learning; it enables students to prepare for the next lesson, broaden their knowledge and practise subject specific skills. Setting regular, sufficient, challenging, high quality homework is an important part of 'raising the bar' for our students.

This policy outlines responsibilities of **all teachers** in terms of the expectations for:

1. setting homework
2. monitoring the completion of homework
3. recording homework completion
4. responding to non-completion of homework

The school uses Show My Homework (SMHW) as the online platform for 1-3 above, accessed via the school website or www.showmyhomework.co.uk to facilitate greater access and sharing of homework tasks and associated data.

Please also see the ECS Feedback and Assessment Policy 2017-18 and the ECS Assessment, Recording and Reporting Policy 2017-18.

Core Principles:

- All students should receive homework for all subjects (excluding core PE).
- Homework can be in the form of weekly tasks and/or half-termly ISBLs (Independent Skills-Based Learning projects):
 - Homework tasks should be varied and differentiated to cater for a range of abilities and could be research, drafting, re-drafting, practising, written exercises, writing presentations, on-line tasks, group tasks or structured revision. Homework should ideally not be finishing off class work tasks.
 - Research indicates that students dislike being set routine homework tasks (such as finishing off classwork) which do not contribute to their learning. They prefer interesting, challenging and varied tasks that are clearly defined and have adequate deadlines. The principle behind ISBLs is that students are set challenging tasks that promote independent learning and encourage students to 'learn to learn', reflect on the quality of their work and respond to their subject teachers 'Assessment for Learning'. ISBLs are usually undertaken over several weeks.
- Students must get feedback about their homework. This could be teaching marking and assessment, peer marking and assessment or on-line marking and assessment. A mixture of the three is considered good practice. See *ECS Assessment, Recording and Reporting Policy 2017-18*.
- It is good practice to avoid discussing a new piece of homework in the last few minutes of the lesson. This ensures that there is plenty of time for students to understand the task/s fully and for teachers to answer any related questions.

Setting Homework:

- Staff should follow the Homework timetables on the following pages to ensure that both student workload and teacher marking workload is managed effectively
- All homework set for all year groups should be recorded on SMHW
- Staff will need to log in to their SMHW account – please contact Ferdie Carty with any problems involving this – fcarty@edmonton.enfield.sch.uk
- Staff who are unfamiliar with how to use SMHW should refer to the SMHW Help Centre
- There is no requirement for homework tasks to be submitted via SHMW by students – *in most cases it will be more appropriate (and easier to mark) homework if students produce written tasks in their exercise books.*
- Students may still want to write homework tasks in their student planners, although they should always refer to SMHW for full details of each task
- Remind students that they can always find a piece of HW on the SMHW website, without logging in, by clicking the link on the school website and using the filters to find the relevant class / subject / HW task – you may wish to demonstrate this feature in class
- Please be aware that the Leadership Team and Middle Leaders will be using SMHW to regularly monitor the frequency and quality of homework set to all classes, and the completion rate of students. This requires a full, accurate and up-to-date 'data set' on SMHW.

Parents:

- Parents will receive a letter explaining the SMHW system and how to log in to their child's individual SMHW account to monitor HW setting and completion, via a computer, phone or tablet
- Parents will be reminded regularly (including at Parents' Evenings and ARDs) of the importance of monitoring their child's homework completion by using SMHW as part of a weekly routine.

Recording homework submissions:

- Recording HW submission should be done via SMHW, using the Gradebook feature. There is no requirement to record a grade, *just whether a piece of HW has been submitted or not.*
- If a student fails to complete a homework task, staff should take appropriate action – set a detention, contact parents, etc.
- Note that a missing homework should NOT lead to a "1" being recorded in the register on SIMS (as per the school's revised behaviour policy), and there is no requirement to log individual missing homework tasks on SIMS – this should only be done in SMHW
- However, for 'repeat offenders' staff should record a behaviour incident ("Failing to complete homework") on SIMS and refer to the relevant HoF and Year Progress Lead.

Parents' Evenings:

A Parents' Evening provides an ideal opportunity to discuss homework with the parents of students who have not developed good habits in completing homework to a high standard and handing it in on time.

Staff should use the Parents' Evening Report in SMHW to provide a summary of the homework set and whether it was completed, as follows:

- Log in to SMHW
- Go to Reports on Menu of left hand side of dashboard screen
- Choose Parents Evening Report
- Use filters at top to select the appropriate class
- Set an appropriate date range
- Tick boxes for "Include submission status column?" and "Include grades column?"
- Press Get Reports button (on right hand side)

This process will generate an email which links to a download of the homework report for the selected class/students, which can then be printed if required.

Monitoring and intervention:

SMHW produces a wide range of reports to support the monitoring process. The school's policy is that *half-termly*:

- HoFs (and the LT) will be sent a report summarising the homework tasks set by teachers. *HoFs are expected to discuss anomalies in the data with relevant teachers.*
- Year Progress Leads (and the LT) will be sent a report summarising the homework completion rates of all students. *Progress Leads will be expected to put interventions in place for students who are struggling to meet the school's expectations.*