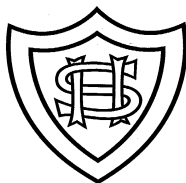


**Sacred Heart School
Swaffham**



Mission Statement:

The Sacred Heart is a Community committed to the education of its pupils in a Catholic Christian ethos, where each person is invited to serve God and others in faith, hope and love.

Aims:

To foster spiritual growth in Christian faith and values
To value, appreciate and enjoy learning
To work for excellence
To further curiosity and creativity
To aspire to high ideals
To stimulate generous service of others

Academic: Curriculum

Homework Policy

Aims:

- to interlink with the School Aims by providing opportunities for pupils to experience and explore relevant aspects of learning beyond the classroom (Valuing learning and curiosity: stimulating generous service of others)
- to provide all pupils with scheduled, frequent and increasing opportunities to develop skills and attitudes they need for successful, independent, lifelong learning. (Working for excellence / aspiring to high ideals)
- to be a challenging and rewarding experience for all pupils, equally accessible irrespective of ability (Pursuing the truth)
- to provide parents with guidance upon how to help their children make the most of homework opportunities
- to encourage pupils to develop personal management through providing clear outlines of the school's expectations regarding homework. To this end, pupil's planners are used, which are monitored by Form Tutors

Departmental Tasks:

- To set a variety of differentiated and progressive homework tasks
- To set homework assignments which incorporate literacy strategies
- To give pupils regular feedback on all homework
- To communicate with parents and apply sanctions or support as appropriate to pupils who fail consistently to complete homework
- To pay due regard to the development of the ideals of lifelong learning, through application of the ideals of Every Child Matters.
- To use homework to nurture the development of independent thinkers and enquirers (PLTS)

The learning Process:

Subject teachers set homework in accordance with the homework timetable published at the beginning of the year, using the following time ranges as guidance:

- Years 7 and 8: One hour per night, made up from three subjects
- Year 9: One hour, thirty minutes per school night, made up from three subjects
- Years 10 and 11: Around two hours per night. These classes do not have a formal homework timetable and are expected to organize their own work in order to fulfill deadlines.

NB Holiday homework of a more extended nature may be set

SENIOR SCHOOL

- Homework can take many forms: reading, writing, learning, drawing, composing, practising, model-making, recording, research on the Internet.
- Homework should be an extension of classwork and should adhere to the Schemes of Work
- Holiday homework may be given in some subjects.
- Homework should be recorded in the homework diary
- In some subjects homework is set for the week in others it is for the next day. Pupils often let work pile up but, it is better if they do the work on the day it is set regardless of when it is to be handed in.
- House-points may be deducted or, detentions given, for failure to hand in homework.
- Pupils should catch up on any homework they have missed
- If no specific work has been set pupils should use the time to revise and read around the subject
- Each subject has at least one homework a week

LOWER SCHOOL

- **Homework is set regularly from Year 3.** It is an important re-enforcement and extension of what has been learned during the day.
 - Homework may be differentiated as appropriate.
 - A **learning** homework is often given and is of vital importance.
 - Parents are encouraged to help their children with reading, learning spellings and tables.
 - Homework is important and so extra-curricular activities may need to be organised around it.
 - Sometimes, work that has not been completed in the lesson may be given to be finished at home.
 - A child who is experiencing particular difficulties may be given a small amount of extra work during the holidays.
 - Reading – many pupils read their own library books. Parents are encouraged to hear their children read as often as possible.
 - Pupils from Year 3 upwards have a homework diary in which to put their homework.
 - Parents should read the diary each night and, parent, child and class teacher sign each week
 - Parents are encouraged to comment in the homework diary if the child is having difficulty with the task set. Please do not complete the task for them.
 - If the homework is not completed, older pupils may be kept in or lose a house-point.
 - **The Home/School Diary** is used for recording homework for Years PR to 2
 - **Years PR to 2** may be asked to learn spellings, flash cards and reading. They have no set homework for each day.
 - **Years 1 and 2** may have an English/ Maths sheet for the weekend and the reading scheme book is sent home after it has been read in school so that child can read it to their parents if desired.
 - **Year 3** start off with two sessions of 20-30 minutes homework a week which builds to 3 sessions by the summer.
 - **Years 4 and 5** have 30 – 40 minutes homework a night from Monday to Thursday.
- Reading, spellings and tables are important regular tasks. This timing is 'phased in' for Year 4.
- **Year 6** have one hour's homework a night

Guidelines for parents / guardians.

You can help in the following ways.

- check the diary each evening for comments from staff.
- sign the homework diary each week.
- provide a quiet place to work, preferably without distractions like the television, computer games and mobile phone
- keep in touch with the school and let the tutor know if there are any concerns (often through the Homework Diary)
- encourage your son/daughter with his/her work, but this should be completed independently.
- in the Boarding House, the pupils have supervised prep - (see the Boarding House Booklet).

Monitoring and Review:

This will be reviewed by the Academic Policy and Progress Committee and the Senior Management Team

Homework agreement:

The school staff will:

- Set homework according to the published homework timetable
- Explain homework tasks and allow pupils enough time to record homework in their planners
- Give clear deadlines
- Mark written homework
- Give appropriate feedback on other types of homework
- Check pupils planners in form time to and sign to confirm the planner has been seen
- Contact parents to celebrate effort or achievement or to communicate concern over homework
- Provide parents with guidance in ways of supporting their child with homework

The pupils will be expected to:

write down their homework and deadlines in their planner

ask the teacher at the end of the lesson if they do not understand any aspect of the homework task they have been given

show their planner to their parents each week

hand in work on time, or in an exceptional circumstance, arrange an extension with the teacher

spend enough time on homework

ask for help if they need it

read or listen to the teachers' comments on the homework and to take advantage of advice offered

Parents are asked to:

- sign the pupil's planner each week
- communicate any concerns to the school through brief notes, or comments ,in the planner
- provide their child with a quiet space where they are able to complete their homework
- help their child with organisation of time and materials if this is needed
- be supportive of, but not to do, their child's homework
- support the school in encouraging their child to complete their homework on time

HK/MGS HWAgreement

Prepared December 2002 DPW; reviewed Autumn 2004; Spring 2007 HK; September 2008 HK; Sept. 2009

HK Sept. 2010 HK

Nov 2011

Review date Nov.2012