



# HOMEWORK POLICY

**Adopted: January 2024**

**Reviewed: January 2024**

**Reviewed: Every 2 yrs**

## POLICY REVISION HISTORY

This document is a School Policy of Caerleon Comprehensive School. This Policy was formally adopted by Caerleon Comprehensive School, January 2024.

Signatories: \_\_\_\_\_ (*Headteacher*)      \_\_\_\_\_ (*Chair of Governors*)

PRINT:      \_\_\_\_\_

Date	Revision	Type	Author	Approved by
Jan 2024	A	Adopted	EMM	Teaching & Learning subcommittee 11/1/24

### Annotation Key for this Document

EMM   Emma Muggleton, Assistant Headteacher

## Caerleon Comprehensive School Homework Policy

### 1. What is our vision for homework at Caerleon Comprehensive School?

Homework is an essential part of school life, and students will be expected to complete homework as and when appropriate. We believe at Caerleon Comprehensive that homework should support or extend the learning students have completed in class. We also believe that students in Y7-9 should, as a guide, spend a maximum of an hour on home learning, no more than three times a week. This is because it is important for our students to have time to belong to clubs outside of school and see friends and family, as well as having some rest time where they can complete activities of their own choosing.

In years ten, eleven, twelve and thirteen, it is likely that some weeks students might have more than three hours of homework, especially if they are working on a project or an assessment unit that forms part of their final grade, or revising for a unit test or examination module, for example. Similarly, some weeks they may have less than three hours of homework, and they should make the most of this time to participate in clubs, socialise and rest.

#### 2.1 Y7, 8 and 9 Homework Expectations

Subject teachers will set homework as and when appropriate in accordance with their schemes of learning and lesson plans. The list below is not exhaustive, as each subject will set homework in accordance to their subject needs. Homework could involve:

- Finishing off work set in the lesson
- Revising
- Research
- Reading a relevant resource
- Completing a task in an exercise book
- Completing a task in a booklet/sketch book/other relevant resource
- Preparing a project/resource at home

All homework tasks as above will be set on the assignment tab on Teams/Google. Parents/carers can ask their child to show them their Teams/Google account via Hwb so that they can monitor their child's homework if they wish to. If homework is not handed in, teachers will notify parents/carers via the use of behaviour points in the app. If teachers are concerned about homework not being handed in, they may also contact home via email or telephone. Similarly, students may receive achievement points for handing in homework and for producing good quality work at home.

In addition to work being set by teachers, all Y7, 8 and 9 students are expected to dedicate time each week to:

- Reading their Accelerated Reader book
- Completing their reading coach homework (set by their English teacher)
- Accessing their Sparks maths account and practising areas of weakness
- Accessing their Languagenut account and practising relevant language skills

It is up to students to complete the weekly homework as above and these tasks are not set on Teams, as they are a regular weekly requirement of students.

#### 2.2 Y10, 11, 12 and 13 Homework Expectations

For these year groups, homework is likely to be connected to the GCSE or AS/A2 level specification. There are only a certain amount of lessons dedicated to each subject in school and very often homework is used to support and extend the students' lesson time learning.

## 2.3 Homework for Individual Groups of Learners

For all key stages, homework set aims to provide opportunities for all individual learners to participate in tasks which support learning objectives and where appropriate, work is differentiated to support, stretch and challenge according to learner needs.

In addition, at Caerleon Comprehensive school, we recognise that students with additional learning needs (ALN) may, at times, require that specific tasks be set that are consistent with a student's Individual Development Plans/One Page Profile with targets.

### 3.1 How can parents/carers monitor their child's homework?

All homework set by teachers will be set electronically in Hwb, either using Google Classroom or Teams. It is important to note, that while homework is recorded as an assignment on Teams/Google Classroom, this is used as a function to log homework set; assignments may in some cases be handed in electronically, however, some homework may be submitted via exercise books, booklets, tests etc. The means of submission will depend upon the assignment set by the teacher.

**Parents/carers can ask their child to share their account details with them** so that they can monitor how much homework their child has been set and ensure they hand it in by the deadline if they wish to do so.

### 3.2 How does my child receive feedback on homework?

Homework tasks will be set and feedback provided according to individual department assessment opportunities and schedules. Learners can receive feedback in a variety of ways including:

- Verbal feedback
- Written feedback
- Peer feedback
- Self-assessment
- Whole class feedback addressing areas of strength/development
- Time for reflection on learning and tasks
- Reflection on next steps
- Redrafting/re-editing

Learners have a responsibility to complete homework to the best of their ability, taking pride in the completion of their work. Homework tasks are set with a view to deepen learner understanding and knowledge and to consolidate learning in the classroom. As mentioned above, achievement points are very often given when students hand in good quality homework. Similarly, behaviour points may be given if homework is not handed in.

### 3.2 Using Teams and Google Classroom

In order to assist parents and students use the technology to check homework, we have created a link to some short videos that will talk you through the process for both Microsoft Teams and Google Classroom. You will need to check with your child which platform they use in their subjects, however, both of these platforms are initially accessed through the single website of Hwb. **You will need to ask your child for their Hwb login details** in order to access both Teams and Google Classroom.

[Click here for guidance](#)

**(This guidance is also available on the school website)**

## Homework Policy Frequently Asked Questions (FAQs)

### 1. How do I access my child's homework? How do I know what my child should be doing at home?

See section 3.2 of the Homework Policy and access the link. We are unable to provide you with this information; you must ask your child to give you the username and password to access Hwb.

See section 2.1 and 2.2 which outline general homework expectations, depending upon the year group of your child.

### 2. Why are we using Microsoft Teams and Google Classroom?

In line with the vast majority of schools across Wales, Caerleon Comprehensive uses the Hwb platform; a single website and collection of online tools for education, provided to schools across Wales by Welsh Government. Through Hwb, departments can make use of a range of tools, including both Microsoft Teams and Google for Education. Specific departments will ensure your child knows whether the department is using Teams or Google Classroom to post homework assignments. Whichever is used, both are accessed through your child's Hwb account.

### 3. What if my child doesn't have a device at home?

At Caerleon Comprehensive School we have a 'Chromebook Library'. Learners can 'check-out' a device for the completion of homework, just like they would borrow a book from the Library. We also have stand-alone computers in the Library for use before school or at break/lunchtimes.

The Microsoft Teams app can also be downloaded onto mobile phone devices.

If you have any further concerns about accessing the homework due to access to technology, please contact your child's Head of Year.

### 4. Does my child have to use their Year 7 planner as well as Microsoft Teams/Google Classroom? Could they write things down in a notebook if they want to?

No – there is no obligation for your child to write things down in their planner. If they wish to make a note of things in a planner or a notebook of their own, they of course can. However, all homework details will be available through Hwb, on either Teams/Google Classroom for your child.

## **Policies Equality Statement**

At Caerleon Comprehensive School, we serve a diverse community and take account of a wide range of needs. In accordance with the Equality Act (2010), our policies and learning and teaching strategies fulfill our duty to serve people according to their needs and promote equality. In order to embed fairness in all aspects of school life, we take account of equality as we formulate, develop and update school policies and plans.

Our vision and values promote inclusivity and equality and tackle discrimination. We have high expectations for all our pupils and staff. Our equality statement is guided by core principles:

- All learners are of equal value;
- We recognise and respect difference;
- We foster positive attitudes and relationships and a shared sense of community and belonging;
- We observe good practice in recruitment, retention and staff development;
- We aim to reduce and challenge barriers to equality at every opportunity.