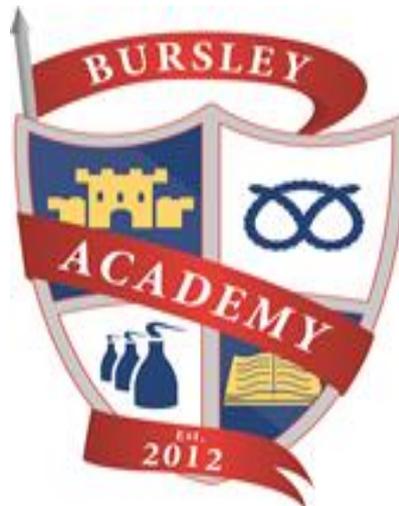




BURSLEY ACADEMY

HOMework POLICY

This policy is reviewed annually by the Governors



History of document

Issue No.	Date	Received by Governors	Comments
1	October 16	13.10.16	



Homework Policy

Aims of Policy

- To provide a clear definition of the purpose and nature of homework at Bursley Academy
- To identify our shared views of good practice.
- To establish how homework will be organised and how we ensure progression across the school.
- To identify the roles and responsibilities of those involved.
- To make clear the ways in which we aim to ensure that the policy makes an important contribution to the quality of teaching and learning in the school.

Definition

At Bursley Academy we view homework as being a supported or independent task undertaken outside of curriculum time which reinforces, extends or enriches current learning.

Purpose

The purpose of homework at Bursley Academy is to provide opportunities for parents to be involved in their child's learning. It enables children to practise and consolidate skills and aims to broaden the context of learning and provide enrichment and extension. Finally, it aims to enable children to take responsibility for their own learning, to become independent learners and to develop perseverance.

Good Practise

At Bursley Academy, we believe that the following principles underly good practice. %

- The policy is co-ordinated by a senior member of staff.
- A variety of approaches are used to ensure that parents and children are aware of homework expectations and organisation. These can include meetings, booklets etc.
- Homework allocations are made clear.
- Homework is set in a structured way to help children develop regular study patterns (with parental help if needed).
- There is regular feedback and praise for completed work and a system in place for responding to children who fail to complete.
- The reasons why homework has not been completed are investigated before action is taken.
- In planning homework, teachers set clear learning intentions and tasks are appropriate.
- There is a clear system for monitoring how the policy requirements are being fulfilled.
- The policy is reviewed regularly with the School Improvement Plan.
- Each child is provided with a Home School Diary. For parents and carers to record in.



Examples of activities used for homework

A variety of tasks are used to meet planned learning objectives. These can include:

- Speaking and listening activities
- Reading
- Spelling and word investigations
- Book reviews
- Reading comprehension
- Independent research
- Practical maths investigations
- Collecting items linked to a theme
- Skills practice across a range of areas
- Data collection
- Educational games

Organisation and Expectations

Nursery/ Reception

Work supporting initial letter sounds is sent home together with sight words to be practised, and spellings when appropriate. Reading books are sent home to be shared with an adult together with a Home Reading Diary for parental comments and so that staff know when to change the reading books. Numeracy rings are sent home and updated weekly. There may also be optional homework related to the topic which will be mentioned in the weekly letter.

It is recommended that five to ten minutes a day are spent on this work, with additional time used to read stories to the child, share books or learn nursery rhymes.

Key Stage 1

In addition to daily reading practise, children complete regular homework in English and Maths, with occasional homework activities in other lessons across the curriculum. This will average out at approximately **twelve to fifteen minutes each day**. Tailored spellings for each child will be written in by the class teacher into the tricky word section in the child's Reading Record and Phonics Log.

Reading Records are provided for parental comments.

Key Stage 2

In addition to daily reading practise, children complete regular homework in English and Maths, with occasional homework activities in other lessons across the curriculum. This will average out at approximately **twenty to thirty minutes each day**.

Reading Diaries and Homework diaries are provided for parental comments.



Additional Home Learning Resources

We are aware that many parents wish to support their children's learning in other ways. Some commercial resources are expensive and not always at an appropriate level for the child. In order to help parents support their children at home, we provide additional resources for the children to access:

- Each child has the opportunity to choose a Library Book to share at home.
- Some children may be given additional work to complete at home, for example, handwriting, literacy or numeracy, which forms part of their 'personalised' learning.
- Education City is made available for home access.

Roles and Responsibilities

Class teachers will plan purposeful activities with clear learning intentions, which are linked to the curriculum content. They will respond to children's efforts, providing encouragement and reward and will investigate the reasons for homework not being completed before responding with sanctions.

Parents have an important role in supporting children's efforts. They need to be aware of what homework is set and provide both encouragement and an appropriate environment for its completion. More detailed information about how parents can support their child is provided in our parent booklet 'Homework at Bursley Academy – A guide to supporting your child'.

Children are responsible for completing tasks as requested (with increasing independence as they move through the school) and to take responsibility for organising any information or equipment they require.

Special arrangements

Class teachers will ensure that tasks are set which are appropriate to meet the needs of all children, including those with special educational needs as well as those requiring further challenge.

Equal Opportunities/ Disability Equality Scheme

Bursley Academy is committed to working toward the equality of opportunity for all children in all aspects of school life. **Teachers must be sensitive to individual pupil's circumstances at all times.** All resources and methods have been checked to ensure that they will enable all children, regardless of gender, age or special educational needs, to access the scheme of work as provided for their year group, while avoiding racism, sexism and other forms of stereotyping. Work will be developmental and appropriate to the age and stage of the child. Children identified as having a special educational need will have resources and activities differentiated appropriately.

Special Educational Needs

Children who are on the school's special needs register may be given additional work as part of their Learning Plan. Children requiring additional support in literacy/numeracy may be given activities to consolidate or revise work completed in lessons.

Bursley Academy is a dyslexia friendly school. We endeavour to meet the needs of children with a specific learning disability through good practise on a day to day basis. All classrooms are equipped with the necessary prompts and resources to support the children. Children are involved in the assessment and evaluation of their learning.



Groupings are flexible and staff consider a range of teaching and learning styles to meet the need of dyslexic children in their lessons.

Inclusion

In school we aim to meet the needs of all our children by differentiation in our planning and in providing a variety of approaches and tasks appropriate to ability levels. This will enable children with learning and/or physical difficulties to take an active part in learning and practical activities and investigations and to achieve the goals they have been set; Learning Plans are considered. Some children will require closer supervision and more adult support to allow them to progress whilst more able children will be challenged through extension activities. By being given enhancing and enriching activities, more able children will be able to progress to a higher level of knowledge and understanding, appropriate to their abilities.

Review: September 2017

Signed: _____
Chair of Governors

Date

Signed: _____
Principal

Date



Procedures for Missing Homework



Procedures to be followed when homework has not been completed / returned



- Teaching staff should issue a warning to the pupil when homework is not completed on the first occasion. A record should be kept.



- If no improvement, teaching staff should issue a homework alert letter, highlighting 'causing concern' (app.1). A record of action taken should be kept. Re-occurring names will be entered onto a central database.



- On the third time of no homework and no signs of improvement, students should be referred to key stage leader. Child will be sent to the 'Room' to complete homework and a letter of significant concern will be sent home (app.3).



- If the matter is not resolved, class teacher will send a letter seeking parental appointment to discuss concerns



Appendix 1

Stage 2

(Missed homework)



HOMEWORK ALERT LETTER

Cause for Concern

Dear Parent/Guardian

Pupil Name: _____ Class _____ Date _____

We are sorry to inform you that your child has
a) not returned the appropriate homework in his/her class.
b) made a poor attempt at homework in his/her class.

It is very important that all homework tasks are completed to a satisfactory level and are handed in on time. Please discuss the importance of completing homework with your child. I am sure that with your support your child will realise that completing homework on time will help to improve his/her progress.

If there is a reason for the current issue that we are unaware of please do not hesitate to contact us.

Please complete the tear off slip below and give it to your child to return to me along with the homework.

Yours sincerely

Teacher:

Homework Alert reply slip

Child's Name _____ Class _____

I have discussed the importance of homework with my child. I have ensured that my child has now completed the homework exercise and returned it to the teacher concerned.

Parent's Signature _____ Date _____



Appendix 2

Stage 3

(Missed homework)



Letter of significant concern

Dear Parent/Guardian

Pupil Name: _____ Class _____ Date _____

The return of homework is monitored very closely at Bursley Academy, as it is widely recognised as a valuable way for our students to reinforce the learning that has taken place in the classroom. It also allows teachers to identify any difficulties students may have and to help them overcome these. It is very important that all homework tasks are completed to a satisfactory level and are handed in on time.

I write to inform you that your son / daughter has not returned homework in the following subjects: _____ and as a result has spent part of their lunch time in the 'Room' completing the work set.

If there was an issue that prevented the completion of homework on this occasion please contact us and let us know. However if there was no good reason, please discuss the importance of completing homework with your son / daughter. I am sure that by working together, they will realise that completing homework on time, will help to improve progress. Please complete the tear-off slip below and return to school. If the slip is not returned, or the situation does not improve, you may be asked to attend a meeting to discuss your son / daughter's attitude towards homework. Should you wish to discuss this further, please don't hesitate to contact the academy on the above telephone number.

Yours sincerely

Pupil Name: _____ Class _____

I confirm that I am aware of the issue surrounding my child not completing homework on time. I understand the reason why my child was sent to the 'Room'.

Parent / Guardian Signature: Date: