

Homework Policy

Policy number	PS017 / ISI 02a
Applies to	Prep School
Endorsed by	Ian Silk
Responsibility	Ian Silk
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Developing independent working skills is an important part of a boy's education and homework has a significant part to play in this.

Objectives of Homework

- To encourage pupils to develop the practice of independent study
- To develop perseverance, self-discipline and organisation
- To involve parents and other adults in pupils' work
- To allow practice, where it is needed, of skills learned in the classroom
- To consolidate and revise previously learnt knowledge
- To permit more ground to be covered and more rapid progress to be made
- To open up areas of study and to make possible the use of materials and sources of information that are not always accessible in the classroom
- To prepare for forthcoming lesson/topic areas.

Homework will be set on a regular basis and details will be available through the VLE. It will generally take the form of an extended piece of work, review of what has been covered or homework in preparation for future lessons. When work is set the deadlines will be made clear to boys and they should be encouraged to develop the skills of planning their workload for the week. In general boys will not be set homework one day which has to be handed in the next. If no formal homework is set, boys are expected to read. Each boy should read a minimum of 20 minutes per day.

Amount of Homework

As boys move up the School the amount of homework increases. The approximate expectations are:

Year 3 & 4 2½ hours per week

Year 5 & 6 3 hours per week

Year 7 & 8 5 hours per week

Details of what these amounts are made up of will be available to parents and boys. Boys will find that the amounts of homework set vary from week to week in Years 6-8 and they are expected to develop the skills of managing their time.

Procedure

Y3-5

There will be a homework timetable which outlines what homework should be done each night. All homework should be entered into the Student Planner. Boys are expected to complete this on the day assigned to it and not the day before it is due in! Parents should sign the Student Planner each day. If for any reason no homework has been set, then a boy should write "no homework" in his book, and the time allocated should be used for reading and revision when required.

Y6-8

Homework will be set on a weekly basis and all homework should be entered into the Student Planner. This should be done on the deadline for handing it in. In general boys should be given at least 2 working days to complete homework although there will be some occasions where work has to be completed in less time because of the demands of the curriculum. Boys are encouraged to do the work on the night it is set.

When work is set which is extended over a number of weeks pupils will be given interim deadlines to assist them in completing the task and these should be entered in the planner.

The amount of work will vary from week to week and boys will have the opportunity to plan their workload through the week which should help them develop the important skill of time management. Where boys are finding this difficult tutors and subject teachers will be able to assist them.

Time management is an important skill to develop as demands and expectations increase. It is expected that most homework will be completed at home. However, rooms are available for study or homework during the lunch break. If for any reason no homework has been set, the time should be used for reading and revision when required.

Prep guidance for boys

1. Completing Prep to the best possible standard must be a priority for all boys. This means Prep should be completed in good time, not left to the last minute, and boys are expected to work on their Prep in appropriate environments (e.g. in the Library, in a bedroom/study area). Mobile phones and other devices should be kept at a distance in order to avoid distractions, notably from social media sites.
2. Preps should always be completed neatly; attention to handwriting, spelling and punctuation is essential.
3. Boys are expected to meet the deadlines for Preps set by their teachers. Failure to meet these deadlines will result in school sanctions.
4. Boys failing to either achieve a mark threshold in a Prep or if their work falls below what is an expected standard for them will be required to redo the task (or an equivalent task).
5. Boys struggling with Prep should email teachers in advance of a lesson to explain the difficulty (giving 24 hours notice wherever possible) or, ideally, speak to their teacher before the deadline.
6. All Prep must be a boy's own work. Copying from another boy or plagiarising from the internet or a book is unacceptable. This includes 'copying and pasting' material in a computer-generated Prep. Failure to follow academic honesty will result in school sanctions.

7. Most Prep tasks will be set via Firefly. However, if a Prep is not recorded on Firefly, boys may not use this as an excuse for failure to complete the task on time. Boys may access Prep tasks via Firefly on the School Portal or via the app which can be downloaded to most mobile devices.
8. Pupils who miss a lesson because of illness or another commitment (e.g. music lesson, trip or sports fixture) must find out what Prep was set in that lesson and complete it by the stated date. Absence from a class when the Prep is set is not an excuse for failure to complete the work by the stated deadline.