



# Homework Policy

Part of the Quality of Education Suite of Policies

<b>Committee Responsible:</b>	<b>Curriculum and Achievement</b>
<b>Reviewed by:</b>	J Ortega
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## **HOMEWORK POLICY**

Bentley Wood High School acknowledges the essential role of homework in developing the full potential of every student. Homework is set on a regular basis for all student and all students will be supported to meet the requirements set.

### **Aim:**

To develop the full potential in all our students as curious learners, eager to explore and improve their understanding beyond the classroom. To support the delivery and smooth running of the curriculum at all key stages. Enhancing learning in lessons, and further developing our students as independent learners and thinkers.

The success of homework is a collaboration between teachers, students and parents. High expectations of quality of homework set, quality of homework completed on time, families engaged with their students organising and completing tasks. Students should be engaged in the variety of tasks set and should feel their efforts in producing outstanding homework is celebrated and rewarded. Successful communication within this collaboration is essential.

**Homework is broken down into three parts**, ensuring all students have the opportunity to work independently following a lesson to become fully prepared for the next lesson.

**CAP:** The three parts are as follows:

1. **Consolidate:** Reviewing or practicing independently what has been done in lessons.
2. **Application:** Applying knowledge from lessons, maybe with an exam style or problem-solving nature.
3. **Prepare:** Reading ahead or directed to research areas, to prepare for a forthcoming lesson and/or new objective.

### **Responsibility of students**

- To check Teams and their Calendar for scheduled homework.
- To record homework in link book when directed by teacher.
- To complete homework tasks set by teacher to a high standard and hand in by the agreed deadline.
- To approach the teacher before the lesson if the homework set is causing difficulties.
- To accept direct support if organisation and completion of homework becomes a challenge.

### **Responsibility of the class teacher**

- To make sure a three-part homework is set regularly for all students according to the homework schedule and time allocation directed by the Heads of Year and released to parents.
- Staff should ensure that all students are fully briefed on and understand homework set. Sufficient time for this task should be included in lesson plans.
- To ensure communication about tasks set and completion deadlines are clear through the use of the TEAMS and/or jotted down by the student in their link books.
- Absent staff should include homework as part of their cover work and still keep the expectation of homework being set high.
- To check students are completing tasks regularly and to a very good standard.

- To use the 1\* to 5\* grading system for homework effectively as part of the assessment reporting cycle (Appendix 1)
- To sanction and support students who are failing to complete homework tasks.
- To celebrate and reward students whose homework is always done to the very best standard possible for that student.
- Communicate with parents, head of department and head of year when lack of homework becomes a problem with individuals.
- Ensure that all homework set is checked and records are kept on the quality of homework done in line with school and departmental policies.

### **Responsibility of Head of Department**

- Heads of Department will formulate their own methods for marking, evaluating, sanctioning and rewarding students for homework.
- Heads of Department or responsibility holders will guide their teams through their curriculum documents suitable homework tasks or opportunities.
- This will combine guidelines given in policies and in the staff handbook and specific needs on individual subjects. They will insure all members of their team follow these guidelines.
- Heads of Department will ensure homework is reviewed and improved upon as part of a MER review cycle.

### **Responsibility of the Pastoral Tutors and Heads of Year**

- Tutors should check Link Books regularly. Tutors should advise students that they must report any parental comment to them immediately. Tutors should copy such comments to the Year Head immediately.
- Prepare a homework timetable aligning to the student's weekly timetable. Where possible homework will be set on the night of the lesson. This timetable will be issued to the students through their tutor and also directly to parents and carers.

### **Regularity**

The table below sets out a guide for the homework time per fortnight in each year group. This is a guide for subject staff, although it is clearly difficult to judge how long it will take every member of the class to complete the work; teachers should inform their students how long they believe the task should take and encourage their students to give feedback to them at the end of the task. This is also a guide to students and parents; if the task is taking significantly longer than the allotted time then they should give feedback to the teacher. Parents should write a note in the student's link book if they have decided that the task is taking too long and cannot be completed by the deadline. If the teacher knows that a task will take longer than their allocated time, then they should make this clear to the students and inform them that the homework will count for the appropriate number of days/weeks. The students should write this in the appropriate dates in their link book as evidence and as a reminder.

Year Group	Homework allocation guidance
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Year 7 and 8	11 hours of homework per fortnight, which is approximately 45 minutes per day. Please note that does not include preparation time leading up to the internal end of year examinations
Year 9, 10 and 11	15 hours of homework per fortnight, which is approximately 65 minutes per day. Please note that does not include preparation time leading up to the internal mock examinations or the final GCSE examinations.
Year 12 and 13	4-6 hours of independent study per fortnight, per subject. This independent study should consist of homework which is set in class, and work that extends and enriches their A Level classroom learning. Students should use a mixture of study periods and home-learning time to complete appropriate consolidation and curriculum extension tasks.

Under normal circumstances, it is not appropriate to set homework overnight. There are occasions when lessons are on consecutive days and, therefore, the teacher may feel that they have to set homework overnight. In these circumstances, the teacher must make it clear that if a student cannot find the time to complete the work overnight, then their parent can write a note in their link book and an extension will be agreed.

Many students at our school are involved in many extra-curricular activities and indeed this is encouraged. This means that students can struggle to find time to do both their activities and spend sufficient time on their homework which leads to extra stress, especially on the highly committed students. It is important that both parents and teachers encourage the students to seek support if they are finding it difficult to balance everything.

### **Generative artificial intelligence (AI)**

Artificial intelligence (AI) tools are now widespread and easy to access. Staff, students and parents/carers may be familiar with generative chatbots such as ChatGPT and Google Gemini. Bentley Wood High School recognises that AI has many uses to help students learn but may also lend itself to cheating and plagiarism.

Students may use AI tools:

- As a research tool to help them find out about new topics and ideas
- When specifically studying and discussing AI in schoolwork, for example in IT lessons or art homework about AI-generated images. All AI-generated content must be properly attributed

Students may not use AI tools:

- During assessments, including internal and external assessments and coursework
- To write their homework or class assignments, where AI-generated text is presented as their own work

Bentley Wood High School considers any unattributed use of AI-generated text or imagery to be plagiarism and will follow our plagiarism procedures as set out in this homework policy, the assessment policy and the exam policy.

## Appendix 1: Homework Scores

### Homework (5\* - 1\*)

- 5\* Outstanding - really goes the extra mile - above and beyond our expectations  
Exceptionally high quality, when compared to your target level, with an approach that goes beyond the expectations of the teacher. Homework always handed in on time.
- 4\* Consistently meeting expectations  
Very good quality, when compared to your target level with an approach that shows independence and perseverance. Homework always handed in on time.
- 3\* Needs to Improve- commitment to homework is inconsistent  
Satisfactory quality, when compared to your ability, usually completed in full and on time you are inconsistent in your approach
- 2\* Cause for Concern - Poor homework.  
Shows little commitment to completing and handing homework in on time. Homework produced is to a poor quality, when compared to the student's target level.
- 1\* Unsatisfactory – Homework rarely done  
Homework produced is consistently off your target and below expectations or not done at all.

## APPENDIX 2 MER OVERVIEW

<p>ders and attached SLG nted consistently and ing on: o inform planning ge ard t and review activities tion and preparation) h Half Term plan</p>		<p>ings to ensure consistency across ervention. teams are fully briefed with</p>	<p>ulum intent is being tudents via: book looks</p>	<p>ocus on: ning</p>	<p>activities paration)</p>	<p>period 1&amp;2</p>	<p>ve their very best- How is this ing of students?</p>
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