

Homework Policy



Ethos Statement:

Mayo Sligo & Leitrim ETB is a community of learners with an historic and unique tradition as a provider of education and training. In responding to the needs of the community it delivers the highest standards of teaching and learning.

Mayo Sligo & Leitrim ETB Colleges, Schools and Centres of Education are democratic, co-educational and multi-denominational in character where policies, practices and attitudes are underpinned by the core values of Respect, Equity and Fairness.

The Board of Management of Colaiste Iascaigh is publishing this document as the official homework policy. Mayo Sligo & Leitrim ETB as patron of the school has approved this publication. Copies of the policy are available at the school, on the school website and are furnished to each person who applies to be admitted to the school.

Link to Mission Statement:

Coláiste Iascaigh in conjunction with its education partners is committed to providing an environment where each student is cherished equally and is nurtured to a personal, intellectual and moral maturity.

The Homework Policy helps to set the standards that the school community aspires to; students and staff work together to continue to develop the school and maintain an atmosphere in which all individuals feel safe.

Rationale:

In Colaiste Iascaigh homework is seen as an essential part of the teaching and learning process and as such is a vital support to the work done with students in the classroom. Pupil's academic achievement will be enhanced by the setting and regular marking of homework. Thus the subject teachers in this school plan and design the work to be done at home as an integral part of the topic being taught in the classroom.

Goals: The Purpose of Homework

- To ensure consistent approaches to the setting and marking of homework
- To help teachers to identify the strengths and weaknesses of particular students and to indicate where improvements could be made.
- To assess/evaluate progress of students.
- To encourage students to work independently, to organise and make proper use of their time and to develop good study habits.
- To revise and reinforce work done in class.
- To enhance students achievements.
- To give students the opportunity, on occasions to carry research on their own.
- To encourage parents to take an interest in and share responsibility for their child's work and progress.

The intrinsic value of homework activities is far more important than the precise amount of time devoted to them. However, best practice suggests that the amount of time that should be spent by students at second level, on average, on homework should fall within the following ranges:

- First Year 1 ½ hours
- Second Year 1 ½ - 2 hours
- Third Year 2 – 3 hours
- Fourth Year 2 ½ - 3 hours
- Fifth Year 2 ½ - 3 hours. Weekend study and revision is also essential.

The school expects that all homework is completed on time, presented on time and in a neat and tidy fashion. From the beginning of first year each student is expected to establish a homework routine. Each student is expected to keep a record of homework in their school journal. Journals will be regularly monitored and will be a means by which teachers will communicate with parents.

1st and 2nd year students will be offered a place in the homework club which will be provided after school (if the appropriate resources are available)

Roles and Responsibilities:

Board of Management:

- To ensure policy is drawn up, developed and evaluated regularly
- To improve policy and support its implementation
- To receive reports on implementation

Principal, Deputy Principal and Senior Management

- To monitor the implementation of the policy.

- To try to ensure that the necessary resources are in place to support the implementation of the policy.
- To ensure tutors have appropriate tutorial time to monitor and support their class group.
- To make homework spot checks during tutorial groups
- To ensure the policy document is included in all staff handbooks.
- To ensure that new members of staff are aware of and understand the policy.

Subject Teacher

- To develop and implement policy, assign and review homework and provide feedback to students.
- To ensure adequate time during class for giving homework.
- To ensure that homework is monitored and feedback is given and recorded.
- To encourage students to produce high standards of homework.
- To ensure appropriate sanctions are given for failure to complete homework.

Class Tutor

- To check students homework journal
- To explain the use and the importance of the homework journal
- To undertake initial training of students in best practice.
- To encourage high standards
- To meet with parents/guardians regarding homework issues when appropriate.

Pastoral Care Personnel

- To monitor the effects of the policy and to identify students experiencing difficulty.
- To provide support and guidance, especially for those experiencing difficulty.
- To liaise with Subject Teachers, especially in relation to consideration for students with special educational needs.
- To provide support and guidance to students/teachers/parents/guardians, especially concerning students with Special Educational Needs.

Parents

- Are required to provide necessary support, encouragement for completion of homework.
- Check homework journals and to use the homework journal to communicate reasons why a student was unable to complete a homework assignment.
- Sign the homework journal at the end of each week.
- Provide suitable conditions for homework, in a quiet place where a student can sit free from distractions.
- See that adequate time is spent on homework and that homework is properly completed.
- Contact the school if their child is experiencing difficulties with homework.

The school will report progress of students to parents. Communication between parents and the school is encouraged and facilitated. Parents will receive traditional school reports throughout the school year and will be invited to attend parent/teacher meetings. These will offer valuable opportunities to present a comprehensive assessment of student progress and the opportunity for parents to discuss any concerns.

Students

- Responsibility rests with students to do their homework, present it properly and co-operate with the teachers.
- Students are required to complete homework as directed by teachers.
- Students are required to write their homework into their school journal and to keep their journal neat and tidy.
- To ensure their books and necessary equipment is in their school bag.
- Students should ask for assistance if they experience difficulties.

Feedback for students

Teachers check homework on a daily basis in as far as possible. A variety of methods will be used to correct homework depending on the content and the age of the student. These include:

- Teacher correction
- Class correction
- Student correction
- Questioning

Colaiste Iascaigh advocates the use of Assessment for Learning. In adopting this approach comment only marking may be used to provide positive and constructive feedback to students.

Recommendations

- Homework consists of written, oral and revision work. A balanced approach is necessary. (See Appendix 1)
- Students with special educational needs will be given special consideration.
- Students will be given direction and help in homework/study skills.
- Students are encouraged to draw up study timetables---- length of time required will vary.
- Homework to be done carefully. Consistently copied or careless work will not be acceptable.
- Working late into the night is not recommended.
- Weekend work or evening jobs are not recommended or encouraged especially during exam years.
- If for any valid reason a student has been unable to do homework, an explanatory note is required.
- Parents will be notified if students consistently do not do homework
- Record of homework, grades and comments will be kept by each teacher.

Performance Criteria:

The effectiveness of this policy will be judged by:

- Whether goals which have been clearly explained are being achieved.
- Tasks being set are appropriate to students needs.
- Student's knowledge and understanding are being improved.
- Good quality homework is being presented.

Monitoring Procedures:

- Class Tutors will conduct on-going monitoring through informal discussion with subject teachers and students and through homework spot-checks.
- Review at staff meetings.
- Homework Journals used to keep parents informed.
- Sanctions implemented when necessary (as per Code of Behaviour).

Review Procedures:

- The Policy will be reviewed at least once a year by all Staff
- Views and experiences of teachers, students and parents will be surveyed in relation to the success criteria.
- School records will be analysed to assess impact on student's academic progress.
- The progress of students with Special Educational Needs will be given particular consideration.
- The results of the review will be discussed with the staff with recommendations for continuing, monitoring, modifying or discontinuing the policy.

This policy was formulated in September 2006

Most recent review November 2016

Appendix One

Appropriate Tasks for Homework

The range of tasks which are appropriate for students of various ages are many and varied. Some examples are as follows:

Written Assignments

Learning assignments

Listening assignments

Essay writing

Reading

Investigations

Interviews

Research

Internet research

Library visit

Drafting

Report writing

Designing

Revision work

Practice of a procedure

Problem solving

Preparing for role-plays etc

Preparing for class tests or exams

Making a model

Drawing

Word Processing

Project work

Watching a television programme

The above list is neither prescriptive nor exhaustive.

The amount of homework given day to day may vary. All students should spend time at home on their studies whether or not homework has been assigned. If no homework has been set students should revise material they have recently studied in class.