



Homework Policy

Chairperson of Board of Management.....

Principal.....

Date.....

Review Date.....

Ethos

Mayo, Sligo, Leitrim ETB (MSLETB) 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 (MSLETB) schools and centres of Education are democratic, coeducational and multi-denominational in character where policies, practices and attitudes are underpinned by the core values of Respect, Equity and Fairness. Respect/Care/ Equality/ Excellence in Education/ Community

This policy has been drawn up in conjunction with the staff, Board of Management, the Parents Association, and students of Coláiste Iascaigh.

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. Homework also provides a foundation for future learning. We recognise the important role teachers and parents / guardians play in supporting the completion of homework by students.

Relationship to Mission Statement

Coláiste Iascaigh is committed to providing an environment where each student is cherished equally and nurtured to a personal, intellectual and moral maturity. In supporting this Coláiste Iascaigh recognises that homework supports students in reaching their full potential.

Defining Homework

Homework is the time spent doing assigned learning activities outside the classroom. It is not restricted to written assignments / work. It can take many different formats (Appendix 1).

Goals: The Purpose of Homework

- To ensure consistent approaches to the setting and marking of homework

- To encourage parents to take an interest in and share responsibility for their child's work and progress.
- To help teachers to identify the strengths and weaknesses of 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.

How homework enhances learning:

- Completing homework activities reinforces key learnings in the classroom. It improves students' understanding of material and work covered in class.
- Homework is an opportunity to develop exam style answers, challenging individual learning.
- It helps to build and promote confidence within students allowing them to take ownership of their own learning.
- It provides a basis for assessing if the material covered has been understood.
- Homework allows students to complete unfinished class assignments.

How homework enhances academic performance:

- Homework is a teaching tool which embeds the learning in the classroom while also preparing students for assessment. This forms a crucial part of exam preparation.
- It presents students with opportunities to develop their powers of concentration while also improving their organisation and time management skills.

How homework strengthens the relationship between school and home

- Homework provides opportunities to develop links between parents/guardians, teachers and students.
- It provides parents/guardians with opportunities to monitor their child's learning and progress.

Differentiated Homework

- Differentiation occurs within the classroom and consequently should be reflected in homework where possible.
- Differentiated homework caters for the needs of students in the classroom.
- Differentiated homework encourages completion rates of homework.
- Differentiation promotes an inclusive classroom.

Time allocation for homework

The intrinsic value of homework activities is far more important than the precise amount of time devoted to them. The amount of time spent completing homework will vary depending on the classes and specific subjects studied each day. We advise that homework should be completed as soon as possible after the lesson. While there are guide times provided below it is important to read this policy considering a student's ability. We suggest that the amount of time that should be spent each school day by students at second level, on average, on homework should fall within the following ranges:

First Year	Second Year	Third Year	Fifth Year	Sixth Year
1 - 1 ½ hours	1 ½ - 2 hours	2 – 3 hours	2 ½ - 3 hours	3 hours.
Transition year students may be assigned work / tasks/ projects. Students are encouraged to spend time each evening working on subjects, in particular developing their literacy and numeracy.				
Leaving Certificate Applied students will have key assignments, tasks, projects to work on throughout the two-year programme.				

*Weekend study and revision is also essential

Exam classes may be assigned homework / revision work over holiday / midterm breaks. Students are also expected to do additional revision and study in the lead up to and preparation for school and state examinations.

Recording and Presenting Homework

- Each student is expected to keep a record of homework in their school journal, homework should be written in at the end of each class. Journals will be regularly monitored and must be signed by parents/ guardians weekly.
- Where a student is absent from school / misses a class due to extra-curricular involvement it is the student's responsibility to catch up on work missed.
- 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.

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)

Afterschool paid supervised study is offered to exam students where possible.

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 do homework spot checks during tutorial groups
- To ensure the policy document is accessible to all school community members.

- 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.
- Teachers will differentiate and provide appropriate scaffolding of the homework and provide guidelines on the successful completion of the homework, time should be allowed for students to ask for clarification of assigned work, if necessary.
- 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

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, VsWare and to use the homework journal / School App 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.
- Advise the teacher if the student is experiencing ongoing difficulty in completing their homework.
- 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, asking for clarification if unsure how to complete homework,
- Students are required to write their homework into their school journal and to keep their journal neat and tidy,
- Student journals should be signed weekly by parent / guardians,
- To ensure their books and necessary equipment are in their school bag.
- Students should ask for assistance if they experience difficulties.
- Where homework is not submitted for a genuine reason, a note explaining such should be sent in either in their homework journal or via the school app by a parent / guardian.

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
- Peer correction
- Student correction
- Questioning

Coláiste 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)
- Homework must be done at home to the best of a student's potential and not rushed.
- 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, careless or artificial intelligence produced homework 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.
- Record of homework, grades and comments will be kept by each teacher and recorded on VsWare.

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 student's needs.
- Student's knowledge and understanding are being improved.
- Good quality homework is being presented.

Monitoring Procedures:

- Class Tutors may 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.

Non-compliance with Homework

A high priority is placed on the value of homework in a students education. Teachers expect homework to be completed in the allocated time and to the best of the students ability. If homework is not submitted and there has been no explanation from a parent / guardian the following steps are implemented:

- Teacher records a no homework for the student on VsWare.
- Where a student has 3 no homework's from a teacher they receive a homework referral.
- On receipt of 3 homework referrals, senior management will place the student on a Homework Report. This student will be issued a homework report card where their homework completion will be closely monitored. Students must show this report card to their Year Head / Deputy Principal daily. The report card must also be signed by the students Parent / Guardian each day. Parents will be notified before a student is placed on a homework report card.
- Should a student fail to complete the week satisfactorily they may be kept on report for another week. A parent/guardian may be invited to the school for a meeting to discuss the issue in question, and to decide how best to address it.

Review Procedures:

- The Policy will be reviewed regularly by all Staff.
- Views and experiences of teachers, students and parents will be encouraged in relation to the success criteria.

- School records will be analysed to assess impact on student's academic progress.
- The progress of students with Additional 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.

Most recent review and update March 2024