

## Home Work Policy

This policy is rooted in the school's fundamental aim to foster in students a spirit of self-reliance, independence, co-operation and responsibility and to provide them with skills for life-long learning.

Regular homework is a valuable aspect of the learning process and contributes to the development of sound study skills. It consolidates and supplements the work done in class and promotes independent learning and creativity.

### Goals

1. To ensure consistent approaches to the setting and reviewing of homework across the school
2. To ensure an equitable distribution of study-time for each subject
3. To reduce pressure on students from homework overload
4. To promote the development by students of good study habits and effective study skills
5. To enable students to develop a capacity to organise their own work
6. To enhance the academic achievements of students
7. To encourage parents to take an interest in and to share responsibility for their children's work and progress

### Policy Content

1. Each student will be assigned homework in every subject area each night
2. The amount of homework given in each subject area will be specified by the individual subject teacher. Homework will be monitored to ensure that students are not overloaded.
3. A balance will be maintained between written/practical work and oral/learning work.
4. Teachers will correct homework and give feedback to students.
5. When a teacher gives an essay assignment there will be a minimum time of one week for submission.
6. Special consideration will be given to students with special educational needs.
7. Homework set will be purposeful and meaningful to the work of the class or to some future work.
8. Students will be given specific training in homework/study skills

9. Parents will be informed when students do not carry out set homework tasks
10. Extended exercises will form part of an on-going assessment of each student in some subject areas.
11. Records of homework, grades and comments will be kept by each teacher.

## Roles and Responsibilities

### Board of Management

1. To ensure that the policy is developed and evaluated from time to time.
2. To approve the policy
3. To consider reports from the principal on the implementation of the policy

### Principal, Deputy Principal and Year Heads

1. To establish structures and procedures for the implementation of the policy e.g. the provision of a homework journal for each student.
2. To monitor the implementation of the policy.

### Subject Teachers

1. To implement the policy, review homework assignments and provide feedback to students.
2. To keep records of homework set.
3. To instruct students in homework/study skills

### Pastoral Care Personnel

1. To monitor the effects of the policy and to identify students experiencing difficulty
2. To provide support and guidance, especially for those experiencing difficulty
3. To liaise with subject teachers, especially in relation to consideration for students with special educational needs

### Parents

1. To support school policy
2. To provide suitable conditions for homework
3. To ensure that the suggested amount of time is spent on homework

### Students

1. To write all homework into school journal

2. To do homework set, both oral/learning and written/practical
3. To present written homework properly

#### Implementation procedures

1. Each subject department will develop agreed guidelines on the amount of homework and the balance between written/practical work and oral/learning work that is desirable for each year group.
2. Each subject department will develop guidelines on the homework/study skills appropriate for that subject.
3. The additional educational needs department will advise on designing homework for students with special educational needs.

#### Success criteria

1. Good quality homework is being presented
2. There is a reduction in the pressure on students in relation to homework
3. Parents and students are satisfied with the effectiveness of the policy.

#### Monitoring Procedures

1. Class tutors and year heads will conduct on-going monitoring through informal discussion with students and subject teachers, and through homework spot checks, and will note feedback from students, teachers and parents.
2. Subject departments will review implementation on a regular basis.
3. Principal and Deputy Principal will meet with year heads on a weekly basis.
4. The principal will report to the Board of Management once per term.

#### Review procedures

The policy will be reviewed after two years. The review team will comprise the principal, deputy principal and year heads.

1. Views and experiences of teachers, students and parents will be surveyed in relation to the success criteria in association with the school self-evaluation process
2. School records will be analysed to assess impact on students' academic progress
3. The progress of students with special educational needs will be given particular consideration.

Date	Group	Signature
	Staff Ratification	

	Student Ratification	
	Parent Ratification	
	Board of Management Ratification	
	Review	