

# Salesian Secondary College

Pallaskenry, Co. Limerick.

## Whole School Policy on Homework

*“Homework is an important occasion for developing concentration and reflection, tenacity and precision”*  
(Salesian Bulletin, April-June 2009)

It may take the form of oral, written, practical, learning, research and revision.

### **Rationale**

Salesian Secondary College regards regular homework as an integral part of the learning process. It is an essential means of reinforcing and processing work covered in class and contributes to the development of sound study skills. For these reasons, homework is compulsory at Salesian Secondary College and is clearly stated in the Statement of Partnership, signed by each parent/guardian and student on entry to the school.

### **Aims**

- To enhance student learning by consolidating work done in school.
- To promote the development of effective study skills and good study habits.
- To encourage students to learn how to organise their work.
- To enhance students' academic achievement
- To encourage the interest and involvement of parents in students' work.

### **Organisation of Homework**

- Homework set will be purposeful and relevant to the course being covered or to the work being prepared.
- A balance will be maintained between written work, learning, research and where relevant, practical work.
- Teachers will give specific advice on homework and revision skills in each subject area.
- Homework records will be kept by teachers.
- Extended exercises may form part of ongoing assessment.
- All students will record all assignments in their homework journal.
- Students will present homework on the date specified by the teacher.
- Homework will be presented in a careful and organised fashion.
- Students can expect to have two homework copies per subject.
- Students absent due to school related activities (such as matches) will ensure that homework set in their absence is completed.
- Students absent for a period of time will make every effort to complete work missed during their absence by contacting a classmate.

### **Homework Policy Sanctions**

- If homework is not completed, signed note from parent/guardian will be presented to the relevant subject teacher at the start of class.
- Special consideration will be given to students with special educational needs.
- In the event of homework not being completed satisfactorily, the subject teacher will write a note in the student's journal in order to inform and to be signed by parent/guardian.
- Repeated neglect of homework will result in a formal letter of notification to parent/ guardian and a copy given to the Year Head. In cases where a satisfactory resolution has not been

attained, the parent/guardian will be invited to discuss the problem with the subject teacher and Year Head.

### **Special Initiatives provided by the school in the area of homework**

- Study skills – workshop for all year groups.
- Homework Club (optional) – two hours (Monday to Friday) for all years.
- Annual meeting with the parents of 1<sup>st</sup> year students to take place early in the first term to discuss the school's homework policy.
- Parent/Teacher meetings.
- Subject teachers will collaborate where possible with Learning Support teachers to ensure class tasks and homework set are manageable and individual skill practice can be incorporated without overloading the student.

### **Homework Guidelines**

First Year	60 to 90 minutes per night
Second Year	90 minutes to 2 hours per night
Third Year	2 hours and 30 minutes to 3 hours per night
Transition Year	Homework and projects, which require good time management
Fifth Year	3 hours per night
Sixth Year	3 hours per night

### **Implementation of the Policy**

#### Board of Management

- To ensure that this policy is developed and evaluated every two years
- To approve this policy
- To consider reports from the principal on the implementation of this policy

#### Principal, Deputy Principal, Year Heads

- To establish structures and procedures for the implementation of this policy
- To monitor the implementation of this policy

#### Class Tutor

- To monitor Homework Journals regularly in order to check recording of assignments and notes

#### Subject Teachers

- To implement this policy
- To set and review homework assignments
- To provide constructive feedback to students
- To keep records of homework set
- To instruct students on homework and revision skills
- To allow for differing levels of ability

#### Parents are encouraged

- To support school policy
- To provide suitable conditions for homework, free from distraction
- To check the Student Journal weekly to sign notes therein
- To ensure that adequate time is spent on homework
- To provide a signed and dated note when homework cannot be presented on time
- To ensure that homework is not compromised by either students' employment obligations or recreational activities

#### Students are required

- To note all home work in Student Journal
- To present homework on time and in a neat, legible manner

- To contact a classmate to find out homework missed through absence / school related activities.
- To process and respond to teacher feedback

### **Success Criteria**

- Are students better able to cope with their homework tasks?
- Is the quality of written homework being presented improved?
- Do students have a better knowledge of course material?
- Is the incidence of incomplete homework, or a failure to produce any homework, reduced?
- Are parents/guardians, students and teachers satisfied with the effectiveness of the policy?

### **Review Procedures**

- This policy will be reviewed after two years
- The views and experiences of teachers, students, parents/guardians will be surveyed in relation to the success criteria
- School records will be analysed to assess any impact on students' academic progress.

**Signed:** \_\_\_\_\_

**Dated:** May 2018

David O' Dwyer, Chairperson  
Board of Management