

Coláiste Fionnchua



Homework Policy

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SCOPE OF THE CODE:

The policy is for students, parents/guardians, teachers and management of Coláiste Fionnchua, Mitchelstown, Co. Cork.

For the purpose of this policy homework is defined as all work assigned by a teacher to be completed outside of class time to assist and further develop classroom learning.

RELATIONSHIP TO SCHOOL MISSION STATEMENT:

Mission Statement

'A caring learning community'

We provide an inclusive and respectful learning environment where students entrusted into our care can develop and reach their full academic and individual potential.

In line with the schools mission statement this policy further promotes a whole school approach to homework and study that is inclusive of teachers, parents/guardians and students.

RATIONALE:

- 1. Good homework/study practice is a foundation of teaching and learning.*
- 2. Homework extends classroom-based learning.*
- 3. This homework and study policy will help students to consolidate and to gain a better understanding of skills and information they learn in school. This will result in competent, independent learning and understanding which should in turn allow the student to reach their full academic potential.*
- 4. Homework/study enables the student to take responsibility for his or her own learning and it promotes student independence and initiative.*
- 5. Homework/study facilitates evaluation of both teaching and learning for the teacher, as well as the student.*
- 6. The policy is a means of students and teachers gaining more satisfaction from school/homework/study. This will lead to the highest standard of learning with students achieving their full potential, resulting in satisfied and enthusiastic students, teachers and parents/guardians.*

GOALS/OBJECTIVES:

1. *To enable both students and teachers to gain more satisfaction from work done in an organised and orderly fashion.*
2. *To foster a consistent approach to the completion of homework/study and encourage students to take responsibility for homework/study thereby reinforcing the learning that has taken place in the classroom.*
3. *To encourage parents/guardians to play an active role in monitoring homework/study.*
4. *To ensure that students and parents appreciate the value and necessity of homework.*

POLICY CONTENT:

1. *Students will be assigned between 1.5 to 2 hours homework each weekday night in 1st and 2nd year, 2-3 hours each weekday night in 3rd year, 3-3.5 hours each weekday night in 5th year and 3.5-4 hours each weekday night in 6th year. Transition year homework varies depending on project work and activities.*
2. *Each subject department will make decisions and recommendations regarding the implementation of the homework/study policy in their subject area. This will be available to exam years in the Coláiste Fionnchua 'Study Skills Folder' and will be communicated to all other students by the implementation of a homework specific module in SPHE (Beginning Jan 2016).*
3. *Teachers and students will implement the **Good Homework & Study Practices** to ensure homework and learning standards reach their highest potential. (Appendix 1.)*

Teachers will:

- *Note homework on the top right-hand corner of the board before the end of class.*
- *Give the approximate time the homework should take.*
- *Give students an opportunity to ask for clarification on homework given.*
- *Try as often as possible to assign a variety of homework types e.g. research, written, oral, practical etc. judgement of the teacher.*
- *Present homework as something positive that contributes to learning.*
- *Implement the policy with emphasis on the positive and on encouraging the students to produce a high standard of homework*

- *Allow for differentiation when assigning homework tasks i.e. set common achievable homework with varying expectations and for the teacher to apply their knowledge of student ability and reading/writing levels when setting homework.*
- *Ensure that homework is monitored, and feedback is given and recorded in accordance with the professional.*

Students will:

- *Record and complete homework and will ask for help if required.*
- *Be helped and encouraged to develop study skills and strategies in how to do homework given by each subject teacher (presentation, date, number of copies, etc.)*
- *Have the necessary equipment in class.*
- *Participate in a sanction and reward scheme to encourage completion of homework.*
- *Be offered a place in the homework club and supervised study provided they follow the guidelines for same as set by Coláiste Fionnchua.*
- *Record work done in class for revision purposes if homework is not given.*
- *Find out work missed when absent due to illness or extracurricular activities and arrange to catch up for same.*

Parents/guardians are encouraged to:

- *Attend any homework, study skills, progression scheme meeting held by the college.*
- *Monitor the journal daily and to take an interest in the quality of the homework their child is submitting.*
- *Sign the journal each week.*
- *Inform the school if their child is experiencing ongoing difficulties with homework completion.*
- *If a student is unable to complete homework, a note to the teacher(s) must be recorded by the parent in the student journal and work missed must be completed for the next class.*

ROLES AND RESPONSIBILITIES:

Board of Management

1. *Support the policy.*

Principal, Deputy Principal, Year Heads

1. *Monitor the implementation of the policy.*
2. *Try to ensure that necessary resources are in place to support the implementation of the policy including assembly time with class groups.*
3. *Check and sign/stamp the journals on a weekly basis.*
4. *Year-head to regularly visit the classes and engage in spot checks, pep-talks, etc.*
5. *Management to organise additional supports for the policy where appropriate (e.g. outside speakers/study skills seminars)*
6. *Principal/Deputy Principal to make spot-checks in classes.*
7. *Year-head to organise and coordinate the initial meeting with parents/guardians if homework becomes an issue.*
8. *Meet with parents/guardians regarding homework issues when appropriate.*
9. *Place student on a Homework card (appendix 2) following the structures set out under the Code of Behaviour.*

Subject Teacher

1. *Set appropriate homework and give a time indication for completion.*
2. *Write homework on the top right-hand corner of the board at the end of class and give time in class for students to take down homework.*
3. *Check students are recording the homework in journals.*
4. *Ensure students are clear as to what the school homework policy outlines.*
5. *Undertake initial training of student in best practice, encourage good homework practice and effective study skills.*
6. *Implement the rewards and sanctions scheme.*
7. *Monitor homework, provide feedback to students and keep records in accordance with the professional judgement of each teacher.*
8. *Reinforce skills learned by students in the SPHE homework module (junior cycle) and study skills session (senior cycle).*

Homework club teachers, SCP Co-ordinator and Project Worker

1. Reinforce the homework policy and provide encouragement and support in developing good homework practice.
2. Foster good practice in terms of time management.
3. Help students to organise themselves.
4. Check and stamp the journal daily.
5. Implement the agreed rewards /sanctions scheme.
6. Refer issues of repeated non-completion of homework to year head for appropriate action and keep the year head and support personnel informed.

Learning Support Team

1. Provide support and guidance to students/teachers/parents/guardians, concerning students with special needs.
2. Assist SEN students with specific homework problems they may encounter.
3. Learning Support classes on Friday's to focus on completing weekend homework.

Parent Association is encouraged to:

1. Actively support the policy.
2. Promote the policy among parents/guardians by whatever means is appropriate.

Parents/Guardians are encouraged to:

1. Actively support the policy.
2. Provide suitable conditions in the home for homework.
3. Monitor their child's homework and encourage good practice regarding time spent, quality of presentation and quality of work.
4. Sign the journal weekly for the duration of the year.
5. Show support for the rewards and sanctions scheme applied by the school in relation to homework.
6. Encourage their child to attend homework club or evening study.

Students are expected to:

- 1. Record homework in journal: subject /homework /completion date.*
- 2. Record actual length of time taken for each task set in journal.*
- 3. Record work done in class if homework is not given.*
- 4. Present homework in an acceptable, satisfactory manner.*
- 5. Complete homework to the best of his/her ability.*
- 6. Use homework as an opportunity to improve his/her learning.*
- 7. Communicate difficulties with homework to subject teacher.*
- 8. Ask for help if experiencing difficulties.*
- 9. Show his/her journal and homework as requested to a parent/guardian weekly for signing.*
- 10. Find out work missed when absent and arrange to catch up.*

Ratified on 03/04/19

Chairman – Coleman Murphy

Appendix 1 - Good Homework & Study Practices

