

**Mayfield Community School**

**Homework Policy**

**November 2011.**

## **Homework**

Homework is an essential part of a student's education.

### **In our school, homework can be:**

- Written work
- Oral presentation
- Researching a topic
- Practical demonstration of skills
- Learning material covered in class
- Revising for tests
- Project Work

### **Our teachers give homework because:**

- It re-enforces what a student has learned in class
- Homework gives students an opportunity to practice what they have learned in school. It allows students to do something independently
- Helps students to develop good routine around study and revision at home
- Homework can be given to prepare a student for a new topic
- Homework tells teachers what a student has learned in class
- It helps students practice answers and prepare for tests
- Homework can identify gaps in students knowledge and understanding of a topic

- Teachers can advise a student on ways in which they can improve their work

### **The role of the teacher**

- Teachers give homework that is appropriate and relevant to the level of the class group and where necessary, to the ability level of the individual pupil
- Teachers record and monitor homework given and record when students have not completed homework
- Teachers assess homework and make relevant comments for improvement
- Teachers give feedback on pupils homework
- Teachers determine reasons as to why homework may not be attempted or completed
- Teachers check that homework journals are completed

### **Students in our school are expected to**

- Write down homework into their journals
- Complete their homework to the best of their ability
- If you are absent from school or involved in an out-of-school, homework for the next day must be got and must be completed
- Attend our Homework Club where this has been recommended by a teacher

## **How long should our students be spending at their homework?**

It is recommended that:

First Years – 1 hour

Second Years – 1 – 2 hours

Third Years – 2 – 3 hours

Fifth Years – 2 – 3 hours

Sixth Years – 3 hours

### **Parents should:**

- Check journal for homework and notes from teachers on a regular basis
- Check that homework is being done
- Contact the school if you want to discuss any problems in relation to homework
- Foster a positive attitude towards homework

### **Helpful hints / ideas for our parents**

- Encourage your son / daughter to attend our school's Homework Club
- Help your son / daughter develop a routine around study as early as possible in the school year
- Ensure in as much as is possible that students have access to a quiet, well lit area
- Ensure that your son / daughter works in a quiet environment – no TV, DVDS, music turned on during study
- Ask to see the student journal on a regular basis

- Tell your son / daughter to turn off mobile phone while they are doing their homework

### **What happens if homework is not being done:**

Pupils who are not living up to our expectation that homework should be completed

- are falling behind in their progress
- can cause disruption and interrupt teaching and learning in our school
- are not giving a true picture of their understanding of a topic

Students who present homework that is

- Not done
- Not completed
- Poorly attempted
- Poorly presented

Steps to be taken:

- i. On the first occasion, teacher will verbally reprimand student and advise on the expectation that homework is completed
- ii. On the second and third occasion, teacher will write note in student journal with date and record the problem e.g. HW not done; HW not completed; HW poorly attempted; HW poorly presented. This is to be countersigned by parent
- iii. The teacher may assign extra work where appropriate and if necessary detain the student at a suitable time
- iv. Should a student fail to present homework on four or more occasions in a month, a Homework Card will be presented to the student. Parents will be informed of this by letter as to the reason for the monitoring card. Parents will have to sign the card on a daily basis.
- v. The Homework Card will be issued through our weekly Year Tutor / Class Tutor meeting.
- vi. The Homework Card will monitor a student's homework for one week. At the end of the week, the class / year tutor will decide whether or not the student should continue on the card. The Card will be kept on file.

- vii. If a problem still continues with homework, the parent will be asked to make an appointment with the relevant teacher / teachers to discuss the situation.
- viii. If the problem still continues with homework, the student and his / her parents will be required to meet with their relevant Year Tutor.
- ix. If the problem still continues with homework, the student and his / her parents will be required to meet with Deputy Principal.

### **Homework Club**

The Homework Club in Mayfield Community School runs three times a week, Monday, Tuesday and Thursday.

The Club offers students a safe, warm, supportive environment where they can complete homework assigned to them in school that day. Attendance is taken at each of the sessions every day.

Every Monday, third level students from UCC and the CIT support our students with their homework. The ratio of third level students to our students is two / three to one. These sessions are interactive and students are encouraged to discuss their homework and where appropriate ask for help. The third level students offer help, support and guidance to our students. They are also seen as positive role models for our pupils and act as mentors for our pupils.

Every Tuesday and Thursday, approximately twenty pupils attend the Homework Club. This club is supervised by a teacher in the school. At these sessions, students work alone and work quietly at their homework. There is a waiting list for the Homework Club on Tuesdays and Thursdays.

## **HOMEWORK**

Dear Parents,

Our school believes that homework is important because it helps students make the most of their experience in school.

For the next two weeks, we will be paying close attention to ensuring that all our First and Second Year students complete their homework to the best of their ability. You can help us with this by:

- Checking the student journal for homework and notes from teachers on a regular basis
- Check that homework is being done
- Contact the school if you want to discuss any problems in relation to homework
- Foster a positive attitude towards homework

If students choose not to do their homework on more than three occasions in a month, the student will be asked to complete a Homework Card for each subject for one week. You will be asked to sign this card every day for at least one week.

If there is a legitimate reason why a student is not able to finish homework, please write a note to in the journal stating the reason it was not completed.

We feel that parents have an important role in making homework a positive experience for their children. Therefore, we ask that parents make homework a top priority, provide necessary supplies and a quiet homework environment, set a daily homework time, provide praise and support, not let children avoid homework and contact the school if they notice a problem.

Thank you for your support in this matter.

Yours faithfully,

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Class Tutor

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Year Tutor

Dear Parent,

Our school believes that homework is important because it helps students make the most of their experience in school.

You can help your son / daughter do well in school by:

- Checking the student journal for homework and notes from teachers on a regular basis
- Check that homework is being done
- Contact the school if you want to discuss any problems in relation to homework
- Foster a positive attitude towards homework

Unfortunately, your son / daughter has not attempted or completed his / her homework at least four times this month.



\_\_\_\_\_ will be placed on a Homework Card for the next week and we would ask you to sign this every day.

We hope that this will lead to an improvement and that your son / daughter understands that by completing homework to the best of their ability, they will do better in school.

Thank you for your support on this matter.

Your faithfully,

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Class Tutor

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Year Tutor