



## POLICY ON HOMEWORK & STUDY

This Policy was initiated in September 2001, following consultation with the Educational Partners as defined by the *Education Act 2000*

### Statement of Purpose

Studying at home is an important part of a young person's education and it plays a vital role in the education process. The teaching staff of Coláiste Bhríde places great emphasis on the setting of purposeful, well planned homework which is designed to assist each child in reaching his/her full potential. Homework is not optional and will be corrected and examined by the teacher.

### Objectives of Homework/Study

*It is important that we all understand the purposes of homework/study:*

it consolidates the work done in the classroom, aids revision and provides practice for examinations.

- it encourages pupils to develop the skills, confidence and motivation needed to study effectively on their own; essential skills that are needed for independent learning.
- it gives pupils the opportunity to plan and organise their time and to develop good habits and self-discipline.
- it provides opportunities for parental/guardian co-operation and support.
- it creates channels for home-school dialogue
- it enables the subject teachers and class tutors to assess pupil progress effectively, challenge students and to raise the achievement levels of all pupils.
- it gives students ownership and responsibility of their own learning
- it provides parents with information on their child's progress at school.

### Homework Defined

The term '*Homework*' should not be narrowly interpreted. It is more than written exercises, learning lists of verbs, making summaries etc. It may include using a Virtual Learning Environment (VLE) eg. Edmodo, Moodle etc. It also involves regular **revision work** and **exam preparation**. A wide variety of homework assignments are set by teachers.

*These include:*

- |                                 |                                     |
|---------------------------------|-------------------------------------|
| Investigations                  | Spelling                            |
| Interviews                      | Designing                           |
| Experiments                     | Using iPad or online resources/apps |
| Essay writing                   | Revision                            |
| Learning work                   | Reading                             |
| Research                        | Model making                        |
| Visits to Public Library        | Drawing/painting                    |
| Report writing                  | Projects- individual or group       |
| Vocabulary                      | Preparing a presentation            |
| Oral & Aural work for Languages | Watching recommended                |
| Practising a musical instrument | T.V programmes etc.                 |

### **Guidelines for Teachers on Homework/Study**

- Teachers in the school are expected to set regular homework on topics covered in class.
- Teachers should explain homework assignments clearly and allocate time to allow pupils to record homework in their journals.
- Teachers are expected to check homework quickly after each assignment and maintain appropriate records. Teachers should inform students of the due time and date for handing up homework.
- Homework should be appropriate to the varying abilities of students. Teachers should ensure that no single subject should take up a disproportionate amount of pupil's time to the detriment of other subjects.
- Adequate time should be given to pupils to complete major assignments such as essays etc.
- Subject teachers should clearly identify and clarify revision guidelines and a study schedule in their subject area.
- Homework/study during holiday periods, mid-term breaks etc. can be given at the teacher's discretion. Exam classes will benefit from homework/study at these times.
- Homework should not interfere unduly with structured revision programmes during the run-up to exams.
- Teachers should avail of every opportunity to encourage parents to become actively involved in their children's homework.
- Teachers should encourage pupils to avail of supervised study in the school.
- Pupils should be made aware that it is their responsibility to get details of homework assignments from classmates or their teacher if they are absent from class/school for any reason.
- When pupils are involved in school related activities such as attending play, debate, school trips etc. homework deadlines may be extended at the teachers discretion.
- Teachers should where possible check Edmodo and other relevant VLE's to ensure that student posts are replied to.

## **Time Allocation For Homework/Study**

**The amount of time taken to complete homework/study will vary from student to student and from year to year. Nonetheless parents/pupils find it useful to be given broad guidelines as to how much time is reasonable for pupils to spend on homework/study. Coláiste Bhríde recommends the following:**

First year:	2 hours per night
Second year:	2.5 hours per night
Third	3 hrs per night
T.Y.P.:	2hrs hours per night
Fifth Year:	3.5 hours per night
Sixth year:	4 hours per night

Pupils who are sitting for State Examinations/ house exams will require more time as exam time approaches for study.

## **Homework Sanctions**

***Homework assignments and deadlines are set by subject teachers and must be adhered to. Lack of co-operation by pupils will be dealt with as follows:***

1. Verbal reprimand
2. Note in journal
3. An individual teacher may detain the pupil during break/lunchtime until the work is completed
4. Three incidents of no homework in the subject area will result in the student receiving a stage one sanction (lunch time detention) and in some incidences, a phone call home in an effort to resolve the issue
5. If the problem persists a student will be placed on homework report sheet.
6. Use of the school's detention system for *persistent* failure to complete / attempt homework
7. Suspension

## **Guidelines for Parents on Homework/Study**

***Parents have a vital role to play in helping their children to achieve their full potential while at school. A positive and supportive home environment in which school and schoolwork are seen to be important provides an excellent starting point. All available evidence suggests that pupils of parents who show real interest in their children's education have a much better chance of making a success of their time at school.***

***We ask parents to:***

- If at all possible provide a quiet room, away from distractions; a comfortable chair; proper lighting and heating. Insist that your child avails of this room. It is not possible to do homework effectively while watching T.V., listening to music or using social media.

- Encourage your child to avail of supervised study in school if he/she finds it difficult to study effectively at home.
- Sign the homework journal each week and check that homework is being entered properly. This means that both **written and learning** work is entered. Sign any communication/notes from teachers.
- Encourage your child. Give advice and support. Help him/her to focus on their learning/study.
- Discuss your child's homework with him/her. Ask how he/she is getting on at school and even if the response is brief, continue to maintain an interest in their studies.
- Fully support the school in any sanctions we employ to deal with matters relating to homework. Failure to meet homework requirement is taken seriously by the school; the neglect of homework will result in underachievement.
- Check presentation, handwriting, spelling and the condition of copybooks.
- Attend parent- (pupil)-teacher meetings.
- Make an appointment to meet teachers if there are issues that need to be discussed.
- Encourage your child to draw up a study timetable which should take account of all your child's weekly activities such as study, leisure, etc.
- Pupils should who engage in any form of part-time work must ensure it does not interfere with school and study time or act as a deterrent to academic progress.
- Do not keep your child home from school unless it is absolutely necessary. Medical and other appointments should be arranged for outside of school hours if at all possible. If your child does miss school/class make sure that all missed homework is attended to.
- Extra study will be necessary as exam time approaches so Junior and Leaving Certificate students in particular should be encouraged to do extra study during holiday periods, breaks etc.
- Homework and study are very tiring so your child needs adequate rest and sleep.

### **Guidelines for Pupils on Homework/Study**

- The teachers in Coláiste Bhríde place great emphasis on setting relevant, well planned homework/study which is designed to assist each pupil in reaching his/her full potential.
- Study is required in addition to homework on an ongoing basis. It should be well planned and follow study revision guidelines and schedules as outlined by each subject teacher.
- Pupils are expected to complete all homework assignments given to them by their teachers.
- Homework should be done on time, in full and should be properly presented.
- Each pupil in Coláiste Bhríde must record all homework in his/her homework journal as outlined by subject teachers. Both **written work** and **learning work** must be recorded in the journal.

- Before you leave each class be sure that you understand clearly what your teacher expects you to do for homework. If in doubt ask for clarification at the time or later through Edmodo etc.
- Your homework journal must be checked daily and signed weekly by one of your parents/guardians. Your class teacher will monitor your journal on a weekly basis.
- If you are absent from class/school for any reason it is **your responsibility** to find out details of the work that you missed. This applies also to pupils who miss classes due to sporting or other extra-curricular activities.
- Supervised study is available in the school for pupils who wish to avail of this service.
- Copying homework from another pupil is counter-productive and is regarded as a serious matter by the school. The same applies to allowing another pupil to copy you homework.
- In the event of homework not being submitted, teachers will require a note of explanation from home, entered in the journal. The homework must be completed for the following class.
- Parents will be notified if a pupil's performance at homework does not meet the school's expectations.

**Conclusion:**

Student performance will be enhanced as a result of teachers, students and parents working together to achieve each student's full potential.

Brought to the Board of Management and passed by

  
Chairperson

Date:

16/05/17

Sent to KWETB for ratification:

May 2017