

# **Coláiste Choilm Tullamore**



## **Homework Policy**

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### **Mission Statement:**

To provide a caring Christian Education, in a community of pupils, staff, parents and management, where each individual is valued as a unique human being.

### **Scope:**

This policy is a statement of the position of the school community with regard to homework in all its aspects e.g. frequency, duration, format.

### **Rationale:**

1. To inform the school community of the school's position regarding homework.
2. To promote a uniformity and a consistent approach to homework.

### **Definition of Policy:**

This policy applies to the entire school community – students, parents and teachers - during the course of the school year.

### **Relationship to Mission Statement and Aims:**

The Homework Policy gives practical expression to the school's mission of promoting academic and personal wellbeing.

### **Roles and responsibility in implementing this policy:**

Teachers, parents and students play a significant role in and must take responsibility in implementing this policy.

### **Content:**

#### **Definition of Homework:**

Homework is subject based work assigned by a teacher, for completion by a student, alone or with others, outside of class. It may be oral, aural, written, memorising, reading, practical research, project centred or revision. The student has the responsibility to try to understand and learn this information both in school and at home.

### **The Purpose of Homework:**

1. To reinforce and supplement class work
2. To complete work begun in class
3. To prepare future work
4. To give students the opportunity to develop independent working habits
5. Examination Preparation.

### **Expectations Regarding Homework**

#### **Teachers May Expect That:**

- Students will record all homework in the student journal
- Students will meet all agreed deadlines
- Students will make an honest effort to complete all homework
- All requested work will be well presented
- Parents will supervise homework as appropriate
- Parents will furnish a signed and dated explanation note in the event that homework is not done or incomplete; this homework must be completed the following day
- Students missing class time due to extra-curricular activities must obtain and complete homework assigned in their absence
- Students will make every effort to catch up on work when absent for a period of time due to illness or other reasons

#### **Students May Expect That:**

- Homework in each subject area will take up a reasonable amount of time
- Homework tasks will be clear and the purpose explained
- Adequate allowance is made for time-consuming homework such as essays, etc.
- Homework will be relevant to class work/course work
- Homework will be monitored and corrected
- Feedback will be given on homework, individually or in a group setting
- Adequate time will be given in class for the recording of homework

#### **Parents May Expect That:**

- They will be kept informed of difficulties regarding homework
- They will be given the opportunity to discuss homework problems with relevant teachers, at a time mutually convenient to the teacher and parent
- Teachers would be conscious of learning difficulties when assigning homework

### **Duration of Homework:**

Time management is an important skill and students must take responsibility for the completion of their homework and allocate a reasonable amount of time towards its completion. Students should develop good homework habits starting in first year.

The length of time spent on homework will vary, depending on the year group, level of ability, time of the academic year, etc. However, the following time guideline may be useful:

- First Year Students 1 hour 15 minutes
- Second Year Students 2 hours
- Third Year Students 3 hours +
- TY Students Homework will be given but may be less structured than in junior years and will often consist of research for extended essays or project work
- Fifth Year Students 3 hours +
- Sixth Year Students 3 hours 30 minutes +

If students complete some homework within the above time guidelines, they are expected to put the remainder of this time into revision/study. Weekends and school breaks afford examination students the opportunity for further study and revision. We encourage productive use of this time by students.

**IMPORTANT NOTE TO ALL STUDENTS:** Producing quality homework is just as valuable as any additional study. Please give your homework the attention it requires.

### **Incentives:**

- Awards for students who obtain first place in their class at the end of the school year
- Awards for 'most improved' students in their class at the end of the school year
- Certificate Awards for students who get first in each of the subjects at the End of Year Tests

### **Parental Involvement:**

As partners in their child's education, parents are expected to take an active interest in their child's homework. In particular, parents are expected to:

- Provide adequate facilities so that each child is able to complete his homework; we recommend a noise free environment with adequate space, light, heat and ventilation. We recommend that students do not have access to mobile phones or internet during this time. If students require internet access for homework, we recommend that parents supervise during this time
- Provide adequate supervision as appropriate to the needs of the student
- Examine the homework journal regularly and sign it weekly - please pay particular attention to the yellow pages at the back of the journal
- Furnish an explanatory note in the Journal, signed and dated, in the event that homework is incomplete or not done

### **The Student Journal**

The official journal is an essential item, purchased by all students, containing the following elements:

- Space in which to record student's details such as parents/guardians signature, address, contact telephone number, class group etc.
- A resume of school rules including the Code of Behaviour (to be signed by parent/guardian and student)
- Pages on which to record homework
- Space is provided at the end of each week in the journal, which teachers may use to communicate with parents
- A space where parents may sign weekly to indicate that they have examined the journal for that week will be introduced from September 2018.

The journal is not a private document and both teachers and parents must be shown the journal on request. It is one of the methods used by the school for communication between teachers and parents. Parents are strongly encouraged to examine it on a regular basis. Journals must not be defaced in any way.

### **Sanctions:**

As homework is an essential part of school life, it is reasonable to expect that all students will make an honest effort to complete it satisfactorily. Situations may arise from time to time which prevent students having their homework done. Naturally, in these cases, no sanctions will apply provided an explanatory note from parents is furnished.

Teachers may impose reasonable sanctions for:

- Failure to present homework (if not supported by a written credible explanation)
- Obvious disinterest in doing homework

The Class Tutor will monitor the school journal on a regular basis.

**By following the above guidelines students should be able to develop a *good work ethic* which will be to their advantage throughout their school lives and beyond.**

### **Preparation for next day's lessons:**

Homework also includes ensuring that you check your timetable for the next day and put all the books, copies and equipment required into your bag ready for the morning.

### **Homework/Study Supports:**

#### **1. Text home from Deputy Principal:**

Where students appear on VS Ware with a 'No Homework' entry, a text message is sent to parents/guardians.

#### **2. Study Skills Workshops:**

Coláiste Choilm provides a Study Skills workshop for students to enable them to acquire effective study skills and become independent learners. Students are given guidance on identifying which study technique works best for them so they use their study time effectively.

#### **3. Evening Study:**

Coláiste Choilm provides Saturday Morning Study for exam year students from 9.00am to 12.30pm to enable them to become independent learners. The focus of this study morning is to help students in their preparation for the State Examinations.

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#### **5. Homework Club**

Homework Club is available to First Year students every Thursday evening from 3.50pm to 5.00pm. Assisted homework is provided for all students to help them to complete their assignments to a high standard.

This policy will be reviewed and revised in light of any change in circumstances should such changes occur. Otherwise the plan will be updated annually (September of each year).

Signed:

\_\_\_\_\_

Date: \_\_\_\_\_

Chairperson (BOM)

\_\_\_\_\_

Date: \_\_\_\_\_

Principal