

Edmund Rice College



Homework Policy

Date ratified by Board of Governors: September 2017
Version: Sept 2017

Homework Policy

- Each subject will set a minimum of two homework's per month.
- At least one of those homework's will be marked using the child centred strategy of peer/self-assessment. Pupils should be shown how to use 1 or 2 stars and a wish or EBI. The teacher must also sign and date this work.
- Each teacher assessed homework must include comments from the teacher which encourage pupil progression. Teachers are encouraged to use strategies such as '2 stars & a wish' or 'EBI'.
- Departments must adhere to the 'staged plan' on setting homework's. This will ensure that pupils do not receive an inadequate number of homework's at the same time.

Week 1 & 3 of September/January:

- ✓ Science, History, LLW, English, Irish, Home Economics.

Week 2 & 4 of September/January:

- ✓ Maths, French, Tech, Art, RE, Geography.

Corrections & Procedures

1. Homework will be marked by the teacher – the following SYMBOLS/ABBREVIATIONS should be used.	
<u>I</u>	<u>Indicates correct content</u>
<u>X</u>	<u>Indicates incorrect content</u>
<u>SP</u>	<u>Means SPELLING MISTAKES (the error is circled and should be written out 3 times by the pupil).</u>
<u>P</u>	<u>Means PUNCTUATION ERROR. (Full stops, commas, speech marks and apostrophes have been left out).</u>
<u>NP</u>	<u>Means take a new paragraph</u>
<i>All corrections should be marked in red pen and practised by the student.</i>	

Guidelines for Homework Presentation – Pupils

- Each homework page should have the homework title and date written at the top of each page.
 - NEW TOPIC - NEW PAGE
- Lines should be ruled.
- Pencil should be used for all diagrams and drawings.
- Blue or black pens should be used when doing the homework.
- In homework's involving extended writing there should be proper use of paragraphs.
- There should be no graffiti on any part of the homework book.
- Homework's should be signed by parents.

Subject Teacher Responsibility

- Set the homework.
- Mark every, homework in accordance with agreed standards.
- Every home work is to be signed and dated by the subject teacher. This includes homework's completed using peer/self-assessment.
- All homework set is to be recorded by the teacher and the pupil.
- Pupil's homework completion or grade of work must be recorded.
- Contact with the pupil's parent/guardian made if there is a concern about homework.
- Record any incidents concerning homework on SIMS.
- Record that homework has been set on the Class Record Card.

Form Teacher Responsibility

- Give the class a Class Record Card every day.
- Check the Class Record Card for homework.
- Check the Homework Diary of the pupils.
- Contact the parent/guardian if there is a trend of problems with homework.

Head of Department Responsibility

- Ensure that homework is being set and marked within the department on a regular basis.
- Ensure that the standard of homework is acceptable.
- Co-ordinate within the department the monitoring of homework books at each department meeting.

Year Head Responsibility

- Monitor any issues arising as a result of homework problems through SIMS & HODs.
- Co-ordinate with the Form Teacher any strategy employed to help with homework difficulties the pupil may have.

Whole School Homework Monitoring

- Occasional random book scoops will be carried out by SLT as directed by the Principal.
- The Principal & D White will deal with all concerns regarding homework emanating from parents.

Homework Monitoring

	1	2	3	4
Evidence of at least 1 homework per fortnight				
Evidence of peer/self-assessment				
Condition and presentation of book				
Homework marked regularly and is up to date				
Evidence of strategies/comments designed to encourage pupil progression				
Dates and titles used				
Evidence of strategies to improve literacy/numeracy used				

Department _____

Pupil _____

Class _____

Date _____

1. Excellent 2. Good 3. Satisfactory 4. Improvement needed

Additional
comments _____

