



The Sutton Academy

Home Learning Policy

Status	Non-Statutory
Responsible Trustees' Committee	ALT
Date last approved by TB	Not Applicable
Responsible Person	Mrs L Grace
To Review Date	October 2022
Last Amended Date	October 2020

CONTENTS

Introduction

Learning takes place inside and outside the classroom. It is The Sutton Academy's policy to set home learning using Satchel One. It should support students, be clear, be planned, meaningful, and be set regularly.

This Policy is to be read in conjunction with the following related Policies:

- Teaching for Learning Policy.
- Assessment, Reporting & Recording Policy.
- Marking Policy.
- Covid Contingency Plan

What is Home Learning?

- Home learning refers to any learning activities which students are asked to do outside lesson time, be it at home or in the academy.
- Home learning should not prevent students from participating in enrichment activities after academy hours such as sport, academic or creative.
- Home learning should not impact adversely on the home life of each student.
- The Academy recognises that the environment in which students complete home learning varies significantly so will make every effort to help the home create conditions conducive to learning or to provide alternative arrangements within the Academy.

Objectives

- To reinforce, develop and establish concepts and skills taught in lessons.
- To support the learning within each curriculum area
- To encourage students to take responsibility for their own learning
- To practise independent study skills and develop perseverance and self-discipline
- To encourage the involvement of parents/carers in the work of the school

Guidelines to the Amount and Setting of Home Learning

At Phase 1, the number of subjects per evening varies depending upon the teaching timetable within school.

Subject	Frequency
English	Two pieces of home learning will be set by the class teacher each week.
Maths	Two pieces of home learning will be set by the class teacher
Science	Two pieces of home learning will be set by the class teacher each week.
History	Once a week
Geography	Once a week
Languages	Once a week.
RE	Once a fortnight
Art	Once a fortnight
Music	Once a fortnight
Technology	Once a fortnight
Computer Science	Half termly project
PE	Half termly project

Phase 2 & 3

There is an expectation at Key Stage 4 that all subjects will set home learning at least once a week, however additional home learning may be set by discretion of the classroom teacher and this will be based around controlled assessments, mock examinations and coursework deadlines.

Setting of Home Learning

i Home learning must be set according to the home learning timetable. This enables students to plan their time effectively.

ii A variety of home learning tasks can be set, such as:

- Questions including past GCSE style questions.
- Research
- Thinking
- Reading
- Extended writing
- Past papers
- Notes
- Learning/revision
- Projects
- Presentation Preparations
- Memorising
- Rehearsing

iii All home learning must be assessed. This can be done in a variety of ways, such as:

- Marked by the teacher.
- Peer/self assessment.
- Orally.
- By testing.

iv Home learning tasks must be planned and must not be 'finish off' work. Home learning should normally be set at the start of the lesson. Setting home learning at the end of the lesson should be avoided.

v Students must be clear about the purpose of the learning and how it will be assessed.

vi Students must be given clear written instructions of the task, deadline and how to complete the work on Satchel One.

vii It is the responsibility of the teacher to ensure that home learning is set via the ShowMyHomework website, which can be accessed via a link on our school website.

Subject Teachers' Responsibilities:

- a. Setting, collecting, marking and recording progress in accordance with Departmental and Academy policies, especially Assessment Policy.
- b. Use Satchel One to set home learning in accordance with each key stage timetable
- c. Keeping accurate Home learning & Marking records.
- d. Tasks should have been considered and planned in advance of the lesson, in line with Schemes of Learning and Teaching for Learning Policy. Tasks should be related to subject Programmes of Study
- e. Home learning tasks should be clearly explained to the class and home learning should not be set in a rush at the end of the lesson.
- f. The teacher must mark home learning within two lessons of the home learning being handed in and preferably before.
- g. Teachers should ensure that AEN students and High Ability students are provided with home learning of an appropriate level
- h. Home learning should be completed in home learning books where appropriate or clearly identified in students class bok.

Students' Responsibilities:

- a. Log into Satchel One on a daily basis to check their personal home learning planner.
- b. To ask staff if home learning is not clear and to attend home learning support sessions in specific subject areas / Home learning Club if required.
- c. To undertake all home learning tasks to the best of their ability.
- d. To hand in ALL home learning by the due date.
- e. It is the student's responsibility to seek help if required.

Parents/carers' Responsibilities:

- a. Log onto Satchel One weekly and ensure that students undertake all home learning tasks set.
- b. Provide students with appropriate support to complete home learning tasks where appropriate.

Form Tutors' Responsibilities:

- a. To ensure that home learning and its importance is constantly reinforced during Ready to Learn.
- b. Provide support to students for completion of home learning where appropriate.
- c. To liaise with Parents/carers on general home learning concerns and devise and monitor a plan of action if required to ensure Home learning is completed.

Subject Leaders Responsibilities:

- a. Log onto Satchel One weekly and ensure that subject staff have set appropriate home learning in accordance with Academy policy.
- b. To check that Subject Teachers within their teams are following the procedures on the previous page.
- c. Assist & support Subject Teachers in ensuring ALL students complete Home learning and intervene as required.

Monitoring, Evaluation & Review Procedures Marking and Feedback

- The Academy Leadership Team will regular review the quality of home learning tasks as part of the monthly ALT Book Look procedure.
- During half termly work scrutiny conducted by the Faculty Leader and ALT line manager, the quality of home learning will also be reviewed.
- Within coaching cycles, coaches may check the timing and nature of home learning set and the type of feedback given to students.
- If required, action to improve the timing and nature of home learning and / or the quality of feedback given to pupils will be taken where appropriate.