



# The Sutton Academy

## Home Learning Policy

Status	<b>Non-Statutory</b>
Responsible Trustees' Committee	<b>ALT</b>
Date last approved by TB	<b>Not Applicable</b>
Responsible Person	<b>Mrs L Grace</b>
To Review Date	<b>November 2024</b>
Last Amended Date	<b>November 2022</b>

## **Introduction**

Learning takes place inside and outside the classroom. It is The Sutton Academy's policy to set home learning using ClassCharts. 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

## **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 academy

## **Guidelines to the Amount and Setting of Home Learning**

### **Key Stage 3:**

At Key Stage 3, the number of subjects per evening varies depending upon the teaching timetable within the academy.

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

#### Key Stage 4

There is an expectation at Key Stage 4 and 5 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.

#### Key Stage 5:

At Key Stage 5, students are set independent study tasks which will be completed as part of Home Learning, Directed Study and Silent study. Completion of these tasks is essential to ensure students are adequately prepared to achieve well in their final assessments.

For each subject, Key Stage 5 students are set one weekly **Home Learning** task which will be submitted either electronically or in class, and marked by the class teacher. This task will be decided by the teacher but should take the students approximately 1 hour to complete.

In addition, students will be set one **Directed Study** task a week which will be completed and shown to the subject teacher. This task will not be collected in for marking, but the teacher will ensure that it has been completed to the expected standard. Failure to do so, will mean this task will have to be repeated and shown to the teacher during the next lesson. This task will be decided by the teacher but should take the students approximately 1 hour to complete. Appropriate tasks could include, creating of revision materials or knowledge organisers. Students should complete this task during allocated Directed Study periods, and this will be monitored by the Assistant Director of Sixth Form.

Finally, students will also be set one **Silent Study** task a week. This task will not be submitted or monitored by the subject teacher but is expected to be completed by the student to the expected standard. Teachers who staff designated Silent Study periods will monitor completion of these tasks. These tasks should be wider reading, study and may extend students beyond the curriculum covered during lessons. This task will be decided by the teacher but should take the students approximately 1 hour to complete.

All independent learning tasks will be set on Class Charts each week and will be clearly identified on the homework calendar as either a Home Learning Task, Directed Study Task or Silent Study Task.

## 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 ClassCharts app, which can be accessed via a link on our academy website.

## Subject Teachers' Responsibilities:

- Setting, collecting, marking and recording progress in accordance with Departmental and academy policies, especially Assessment Policy
- Use ClassCharts to set home learning in accordance with each key stage timetable
- Tasks should have been considered and planned in advance of the lesson, in line with curriculum maps.
- 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
- Teachers should ensure that AEN students and High Ability students are provided with home learning of an appropriate level
- Home learning should be completed in home learning books where appropriate, online, or clearly identified in students class book

## Students' Responsibilities:

- Log into ClassCharts on a daily basis to check their personal home learning planner.
- 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.
- To undertake all home learning tasks to the best of their ability.
- To hand in all home learning by the due date.
- It is the student's responsibility to seek help if required.

#### **Parents/carers' Responsibilities:**

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

#### **Form Tutors' Responsibilities:**

- To ensure that home learning and its importance is constantly reinforced during Ready to Learn.
- Provide support to students for completion of home learning where appropriate.
- 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:**

- Log onto ClassCharts weekly and ensure that subject staff have set appropriate home learning in accordance with Academy policy.
- To check that subject teachers within their teams are following the procedures outlined in this policy.
- Assist and 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 quality assurance procedures.
- 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.