**De La Salle College Macroom**

**Whole School Policy on Homework**

This policy is rooted in the school’s fundamental aim to assist students in the development of their full potential, in an atmosphere of co-operation and mutual respect.

**Rationale**

* The purpose of homework is to reinforce the learning that has taken place in the classroom, to provide students with the opportunity to reflect on their work and can also encourage further research, with the ultimate aim of enhancing academic achievement.
* Homework may be of a written nature or may consist of a student revising material in preparation for an assessment.

**Aims**

* To ensure a consistent approach is adopted by teachers to the assignment and review of homework across the school.
* To promote student awareness of the value of homework for their overall progress in their subject fields.
* To develop parental awareness, understanding, and support in the area of homework, which is discussed on the First Year Parents Night in September.

**Policy Content**

* Homework should be assigned to all classes on a regular basis. This includes 4th years. 4th year is the beginning of senior cycle and an appropriate amount of homework needs to be given for each subject.
* The amount of homework assigned should be reasonable, taking into consideration the time it is likely to take to complete, and should cater for different levels of student ability. Special consideration will be given to students with special educational needs.
* The success criteria for the homework should be made clear to students, with a due date for completion given.
* A tracker sheet is to be used in First Year classes to keep a record of in-class assessment results and must be signed by both the parent and the teacher after each one. Tracker sheet to be included in journal from September 2023.
* A student who repeatedly fails to produce homework, or whose work is consistently unsatisfactory, shall receive an ‘academic’ entry on vsware. After three such entries, the student shall be required to complete a ‘worksheet’, where each teacher makes a signed observation on the student’s work for each class of the week; this to be checked and signed by the student’s parent(s) / guardian(s) each night.
* Records of homework, grades and comments should be maintained by each teacher.

**Responsibilities**

* Each student should have a homework journal where they record details of their homework. In order to facilitate this, the subject teacher should write homework on the board and allocate time at the end of class to allow them to record it in their journals.
* Students are expected to present their work on time and in a neat and organised fashion. Homework tasks should feature a clear title, so that students can easily recognise material when they are revising.
* A student who, for health or domestic reasons, is unable to complete his homework shall present the relevant teacher(s) with a written note to this effect from his parent(s) / guardian(s).
* It is recommended that parent(s) / guardian(s) would periodically examine the homework journal to help them reconcile the amount of homework given with the time being spent by the student in completing it.
* All homework given should be examined and corrected by the teacher involved within a reasonable time of the work being presented. Feedback to students may be in oral or written form and should be positive and constructive.

**Implementation**

* It is recommended that all incoming First Year students should use subject folders to help with the organisation of homework.
* If students are absent for school-related activities, it is expected that students find out their homework and complete it on time.
* In the week leading up to the Christmas and Summer exams, teachers will revise content with 1st years. No new content will be covered during this week.
* Students should be supplied with a revision schedule to assist them in their preparation for exams, two weeks in advance of the commencement of exams.

**Motivating Students to Produce Quality Homework**

* Teachers should engage in dialogue to prepare students on how to approach homework.
* Success criteria for completed homework to be discussed with students.
* Sample answers may be issued to students to assist with longer and difficult questions.
* Time may be allowed in class for preparation of homework.
* Teachers should provide positive reinforcement and praise for quality homework submitted.
* Homework Club at lunchtime provides students with the opportunity to complete homework for that night or to catch up on any missed homework.

**Success Criteria**

* Are students better able to cope with their homework tasks?
* Is there an improvement in the quality of written homework being presented?
* Do students have a better knowledge of course criteria?
* Is there incidence of incomplete homework, or failure to produce any homework, reduced?
* Are parents / guardians, students and teachers satisfied with the effectiveness of the policy?

**Monitoring procedures**

* The students’ journal shall be monitored periodically by the class teacher – to check for recording of homework and parent / guardian signature or comment.
* Student copies shall be examined regularly by the relevant subject teacher – to check for completion of homework, organisation of work, and to chart student follow up to teacher correction.
* Standard record keeping system should be implemented to monitor homework.

Ratified: 19/01/23

Signed: 

Chairperson of the board of management

Signed: 

Principal