



CARLOW VOCATIONAL SCHOOL

KILKENNY ROAD
CARLOW

Homework Policy

Scope

This policy applies to students, parents / guardians and teachers of Carlow Vocational School.

Relationship to School's Mission / Vision / Aims

This policy aims to foster in students a self-reliance, independence, co-operation and responsibility, and to provide them with skills for lifelong learning.

Rationale

Regular homework is a valuable aspect of the learning process and contributes to the development of sound study skills. It consolidates and supplements the work done in class and promotes independent learning and creativity. We are mindful that some of our students have special needs and for those we will endeavour to incorporate some of their homework into the school day.

Goals

- To ensure consistent approaches to the setting and reviewing of homework across the school.
- To ensure an equitable distribution of study time for each subject.
- To reduce pressure on students from homework overload.
- To promote the development of good study habits and effective study skills.
- To enable students to develop a capacity to organise their own work.
- To enhance the academic achievements of students.
- To encourage parents/guardians to take an active interest in and share responsibility for their children's work.

Policy Content

- Teachers will assign homework on a regular basis and ensure students make a note and keep a record of their homework in the student journal.
- Homework will be monitored from time to time by class tutors to ensure students are not overloaded.
- A rough time guide will be suggested for each year group.
- Every effort will be made to ensure a balance will be maintained between written, practical and oral learning work.
- Teachers will correct homework and give feedback to students.
- Special consideration will be given to students with learning needs.
- Homework set will be purposeful and meaningful to the work of the class or to some future work.
- Parents/guardians will be informed when students do not carry out set homework tasks and extra work will be assigned to enable the student to complete the work.
- Records of homework and class tests will be kept by each teacher and comments are noted in the students journal.
- Provide workshops on Study Skills for exam classes, with follow-up from relevant teachers to see how these skills are being adopted.

Roles and Responsibilities

School

Encourage students and parents to play an active role in the learning cycle of each pupil. Regular spot checks on homework and student journal.

Teacher

Each subject teacher to assign homework, see that it is completed, provide feedback to students and keep a record of the students progress.

Each subject teacher is to be involved in subject planning; part of this planning is to organise homework tasks that are purposeful and meaningful to the work of the class throughout the year.

Each subject teacher is to communicate with parents, at Parents Evenings and other times as appropriate, on the progress that students make in the classroom and on their homework.

Students

Record and complete homework.

Parents / Guardians

Check homework is completed daily. Check student journal for notes from teachers and sign the student journal weekly.

Success Criteria

- Good quality homework is being presented.
- There is a reduction in pressure on students in relation to homework.
- Parents/guardians and students are satisfied with the effectiveness of the policy.
- We as a staff will strive to attain these goals.

Monitoring Procedures

- Each subject teacher will monitor their students' homework.
- Class tutors will conduct on-going monitoring through informal discussion with students and subject teachers, and through spot checks in the student journal.
- Parents are encouraged to check journals daily and sign weekly.
- Assistant Academic Officer will spot check and report to Principal / Deputy Principal.

Timeframe

This policy was reviewed in October 2013.
Modifications were made and ratified by Board of Management November 2013.
Published and circulated November 2013.

The above Policy was ratified by the Board of Management of Carlow Vocational School at a meeting

In: _____ (venue) On: _____ (date)

Signed: _____ Date: _____
(Chairperson, Board of Management)

Signed: _____ Date: _____
(Secretary, Board of Management)