



Policy Title:	Home Learning Policy
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Member of Staff Responsible:	Assistant Headteacher (Curriculum)
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Cycle of Review:	3 years
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Change Record

Version	Date	Description
1.1	FGB 7 Jul 16	Changes to all sections
1.2	July 2019	-addition of subject specific timings -removal of references to planners -adding in use of Class Charts -changes to nomenclature
1.3	November 2021	Updated guided hours, teacher expectations and the use of Arbor.
1.4		

"Settle College promotes the safeguarding and welfare of children in its care; all policies support the "Safeguarding Policy".

HOME LEARNING POLICY

Students in all year groups are set home learning on a regular basis, as we believe that this encourages good study habits and independent learning. Learning at home is an essential part of good education. Regular home learning is important as it gives students the opportunity to practice at home the tasks covered in class, and helps students work towards improving important skills. It also helps students to become confident and independent in their learning, which will help throughout their time at school and in adult life. Settle College will ensure that home learning is an integral part of the curriculum and is planned and prepared alongside all other programmes of learning.

A Home Learning booklet is produced for Years 7 - 13 in September. In some subjects longer home learning projects are set over a period of time i.e. Art, History; in other subjects such as Maths and MFL shorter home learning tasks are set more often.

Guided Hours for Home Learning by subject:

Subject	Guided hours at KS3	Guided hours at KS4
English	Once per week; 30-60 minutes	Once per week; up to 1 hour
Maths	Once per week; 30-60 minutes	Once per week; up to 1 hour
Science	Once per fortnight; 30-60 minutes	Three per fortnight; 30-60 minutes
Computing	Once per fortnight; up to 30 minutes	Once per week; up to 1 hour
Geography	Once per fortnight; 30-60 minutes	Once per week; 30-60 minutes
History	Once per fortnight; 30-60 minutes	Once or twice per week; 30-60 minutes
MFL	30 minutes vocabulary practice every lesson	Vocabulary & grammar practice every lesson (20-30 minutes). Extended written task once a week.
Art	Once per fortnight; up to 30 minutes	Once per week; up to 1 hour
Business	-	Once per week; up to 1 hour
Drama	Twice per half term; 30-60 minutes	Once per week; up to 1 hour
DT/Engineering	Once every 3 weeks; up to 30 minutes	Once every week; up to 1 hour
Music	Once every 2 weeks. Students are encouraged to join a music group.	Once every 2 weeks. Students are encouraged to join a music group.
PE	No home learning given. Students are encouraged to join a sporting team or the sports leader group.	Once per week for option PE; up to 1 hour.
RS	Once per fortnight; 30-60 minutes	Once per fortnight; 30-60 minutes

At KS5, students are expected to complete 14 to 16 hours per week, but further independent study is strongly encouraged. Each subject has subject-specific guidance on effective independent study and the expectations for this time, which is shared with students at the start of the academic year, with regular checks on the students' progress with this.

Home Learning for students will normally fall into the following categories:

- To use home learning and independent study as a tool for raising standards of attainment and preparation for the next steps in a student's education (progression through Key Stages, GCSE, Post-16 and Higher Education);
- To encourage students to develop the skills, confidence and self-discipline required for independent study;

- To improve the quality of the learning experience by extending it beyond the classroom and enabling students to complete work not necessarily best suited to classroom situations (research, surveys or outdoor learning);
- To extend classroom learning, for example through additional reading;
- To consolidate, practise and reinforce skills and understanding developed at school;
- To support students' experiences via revision and reinforcement especially in preparation for internal and external examinations;
- To sustain the involvement of parents in the management of students' learning and keep them informed about the work students are doing (to ensure that parents have clarity on the expectations of their child with regard to the home learning that has been set).

A significant number of home learning tasks and information about NEA can be found on Microsoft Teams. Tasks are logged on Arbor for students and parents to access.

Teachers will:

- Ensure that students are given feedback on their home learning, providing comments on what has been done well together with a learning target(s). Some home learning tasks will be peer marked by another student and others will be self-assessed by the student. When appropriate, this feedback will be verbal to the group.
- Set home learning tasks at the start of the lesson to ensure sufficient time is allocated to recording the task accurately and to ensure that the students understand what is expected of them.
- Set clear deadlines for home learning tasks. If the home learning task is an on-going project, this will be recorded on Arbor each week to scaffold the process for the students.
- Ensure that students know what to do if they run into difficulties with home learning.
- Ensure home learning takes equal opportunities into account and that the needs of all pupils are considered e.g. differentiation.
- Ensure that any detentions set for non-completion of home learning are recorded on Arbor and are used to support the student completing the task.
- Ensure that tasks are wide-ranging and structured and their purpose is explained.
- Reward quality work and praise and celebrate students and students' success in line with College Policy.

Tutors will:

- Assist students who appear to lack organisational skills.
- Contact parents if a student is persistently not completing home learning across a number of subjects.

Subject Leaders will:

- Ensure that Home Learning is being set and marked.
- Support teachers if a student is regularly not handing in home learning on time. This may involve a phone call home or a meeting in school with the parents.
- Carry out a termly work sampling exercise to ensure that home learning tasks are appropriate.

Heads of Year will:

- Monitor and analyse home learning through Arbor every half term; any issues are fed back to their tutor team and SLT.
- Contact parents every half term if their child has had three or more issues with home learning.
- Meet with students and parents if a student is persistently still not completing Home Learning tasks in a number of subjects.

Students will:

- Take responsibility for their own learning and submit completed work to a high standard and in a timely manner.

- Have a positive approach towards home learning and other independent tasks.
- Maintain the same high level of effort in completing home learning as would be expected of class work.
- Make sure they understand the tasks that have been set and seek clarification if required.
- Take pride in the presentation and content of their home learning and perform to a high personal standard.
- Ensure that home learning missed due to absence from class is recorded and completed at the earliest opportunity (discussion between home and school/subject teachers is essential if this is not possible);
- Attend study support sessions as necessary- e.g. home learning club, revision sessions for GCSE exams, NEA catch up.

Parents and carers will:

- Support their child to complete home learning and encourage their child to have a positive attitude towards it
- Make sure that their child completes home learning to a high standard and on time
- Provide suitable conditions and resources for their child to complete home learning
- Praise their child and celebrate achievements with regard to their home learning
- Inform teachers of any issues that may arise in connection with home learning and co-operate with the College to find a solution if appropriate
- Keep the College informed of any change in circumstances which may affect their child's learning, home learning or ability to study independently
- Encourage their child to discuss home learning with them, including their feedback from teachers

A Home Learning booklet is issued on the College website in September. This provides an overview by subject of the types of home learning tasks that will be set.

Home Learning Sanctions

1. If a student fails to complete Home Learning task, this is recorded by the teacher and they are given until the next morning to hand it in.
2. If it is not handed in, the student is issued with a subject teacher detention. A record should be made on Arbor that the home learning has not been done and a detention has been set.
3. If the student does not turn up to the subject teacher detention, the teacher will check if they were absent from school. If they were not absent from school, the student is issued with a Subject Leader detention (3.30pm-4.30pm). This is recorded on Arbor.
4. If the student fails to attend the Subject Leader after school detention, they are issued with an SLT detention (3.30pm-5.30pm). This is also recorded on Arbor.

Although government guidelines now state that schools no longer have to give 24 hours' notice of an after school detention or get parental permission, it is our policy to still ensure:

- (a) Parents are given 24 hours' notice.
- (b) Parental permission is given.

Relationship to other policies

This policy relates to commitments made in the Home-College Agreement and also relates to the Marking, Feedback and Assessment Policy and guidance.