



Mildenhall College
A C A D E M Y

September 2022

Homework Procedure

This procedure is reviewed every three years. It can be reviewed sooner if amendments to legislation or educational practice necessitate a change.

Key Stages 3 and 4

Homework is set in all subjects for students of all abilities as appropriate.

- At KS3 Subject teachers set homework according to the agreed programme. English, Maths and Science will be set every week, all other subjects will be set fortnightly. Each subject should set homework to take a student between 30-40 minutes.
- At KS4 and KS5 homework is set every week to support learning and to prepare students for exams and coursework deadlines. Each subject should set homework to approximately 45 minutes.
- Homework should be timely, purposeful and achievable, giving students the opportunity to embed and develop their learning.
- Homework should be accessible and challenging to all. It must support the vulnerable by:
 1. Giving clear instructions for focused tasks
 2. Providing appropriate resources
 3. Scaffolding work to take into account the ability of the student
 4. Taking into account the special educational needs of some students
 5. Starting homework in class to assist with understanding and completion of homework.
- Homework will be recorded on the GO4schools homework module. The Go4schools homework module allows parents/carers to support their child in completing homework as the task set and the due date for handing in can be seen in full.

It is the academy's policy to help students to organise their homework.

- Each student is given access to Go4Schools to be able to view and manage their homework tasks.
- Homework deadlines will be set to be handed in during a lesson and in most instances will involve at least one week for completion. Occasionally homework may need to be done in between lessons over a number of days. Teachers will try to ensure that students are given clear advice on how to plan and manage completion to meet deadlines in these instances.
- The academy provides access to the library before the academy day and at break and lunchtimes. This allows access to a quiet space, computers and the internet. There is also a Homework Club at the end of the academy day supported by staff. This is open to all students and late transport is provided.

Action on non-completion or late submission of homework.

1. The teacher sets a homework detention (for the following day to allow 24hr notice to parents/carers) and enters it on the system via GO4schools. **Teachers cannot cancel a detention once set and therefore if you make an informal arrangement you must not add the detention until it is confirmed.**
2. Parents/Carers will be able to see this on GO but will also receive a message via sms/email.
3. The student goes to the detention room (G6) at 15.20 the following day and completes the homework due.
4. Any student who fails to attend their homework detention will be collected the following day to ensure the detention is completed.
5. Teachers, Faculty Leaders and Tutors should work with students, and their parents/carers, who persistently fail to complete homework or hand it in late, to try to rectify the issue and support learning.
6. Staff should seek the guidance of their Faculty Leader if they are unsure of the course of action they should take.
7. It may be necessary for the teacher to set alternative work for any student failing to complete their homework as it is a key aspect of the scheme of learning and may have been covered in the lesson it was due.

MCA6

High academic achievement is only attained through self-discipline. Part of this is recognising the importance of homework and private study at the academy. Successful students must expect to work at home for a minimum of 2-3 hours per subject per week.

Students who regularly miss deadlines or who are not making the progress expected may be referred to the Director of Sixth Form to be placed in 'Supervised Study'.