

Ashbourne Community School



Homework Policy

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School Context/Vision

Ashbourne Community School is a multi -denominational school under the dual patronage of the Bishop of Meath and Louth Meath Education and Training Board. The school is committed to meeting the educational needs of the local community and to the achievement of the full potential of each student supported by our core values of respect, inclusion and care. These are reflected in the positive student-teacher relationships which have been key to creating a safe environment for students to learn and grow.

The school is a vibrant, progressive place of learning and personal growth where students are both nurtured and challenged to reach their potential. We pride ourselves on having a caring and inclusive student- centred learning environment with a strong focus on high quality teaching and learning and a reputation for excellent results. Our students are supported by a dynamic teaching staff with a breadth of experience and expertise in a wide range of academic and practical subjects. Our teachers are passionate about their subjects and embrace educational initiatives for the benefit of the students.

Mission Statement

- Our school is a place where we foster such values as respect, inclusion and care as evident in our school policy and practice.
- Ashbourne Community School is a partnership of students, staff, parents and guardians, Board of Management and our local and global communities. We value the on-going input of all these partners in the life of the school.
- We pursue academic excellence while recognising the diversity of our student body. Through a relevant curriculum, designed to meet the needs of all, we endeavour to help all students realise their potential.
- Through positive staff and student relationships and a broad extra -curricular programme, we aim to develop in each student a confident, healthy self-image and a sense of personal, local and global responsibility.
- We recognise that each student's personal and spiritual growth is important. We endeavour to co-operate with parents and guardians and religious leaders of all faiths to encourage the development of religious and spiritual values in each student.

Rationale

The rationale for developing a Homework Policy is to inform the whole school community of the school's position regarding homework and to promote uniformity and consistency in the approach to homework. Ashbourne Community School believes that homework plays an important role in the provision of a meaningful educational experience. It enables students to focus on developing self-awareness, the skills of self -management, coping and decision making. It allows students to revisit and reinforce key ideas and topics for the broad-based curriculum offered in Ashbourne Community School.

The self-discipline required to complete a homework task should be fostered from the beginning of first year and continue throughout all stages of secondary education. Student journals/learning logs should contain a record of all work to be carried out at home and its correct use leads to vastly improved time management and organisational skills. These journals/learning logs provide a

link between parents/guardians and teachers and are key to important communication between all concerned.

Homework encourages students to work independently and engage in self-assessment, reflection and the learning process. Homework also benefits the teacher as he/she can readily assess the progress of each individual student and recognise potential problems at an early stage.

Homework set by subject teachers will be challenging and purposeful and enhance student learning & motivation. It should be coordinated, regular, appropriate, marked promptly and followed with relevant student feedback.

Aims of this policy

- To enhance the educational experience through the provision of a broad range of purposeful homework tasks.
- To foster self-discipline and self-motivation in the student, which will be beneficial throughout their school career and develops the key skill 'Managing Myself'.
- To engage in self-assessment and reflection as part of homework.
- To consolidate or extend work carried out in the classroom.
- To create a meaningful link between teachers, parents and students, through journal correspondence.
- To develop an understanding of school journal entry, deadlines, and time management, therefore increasing organisational skills of students.

Context of this policy/Links with other Policies

The emphasis of this homework policy is on the role of the whole school community in implementing it. This is a whole school policy and other school policies will be informed by it e.g.

- Code of Behaviour Policy
- SPHE Policy
- Wellbeing Policy
- Internet Safety Policy
- Dignity in the Workplace Policy
- Child Protection Guidelines
- Critical Incident Policy
- Acceptable usage policy
- Extra-Curricular Activities Policy
- Intercultural Policy
- Safety Statement
- Special Educational Needs Policy

How Homework Develops the Key Skills of Junior Cycle

There are a number of key skills that it is envisaged that students will learn, practice and refine throughout their school journey over the course of their 5/6 years in Ashbourne Community School. As students' progress from Junior cycle to Senior cycle the onus is on students to take on further responsibility and take ownership of their own learning. Our aim is that homework will foster the development of key skills in line with the JC.

Managing Myself. Homework tasks encourage students to work independently. It also helps them develop strategies to make considered decisions, to take action and to reflect on their progress.

Communicating: Homework helps students develop good communication skills using a variety of media. It also develops learners' confidence in communicating, expressing opinions, writing, making oral presentations.

Being Creative: Homework tasks enable students to develop their imagination and creativity as they explore different ways of thinking and learning.

Working with Others: Homework may be completed alone or as part of a group e.g. pair or group project work, drama performance, using ICT for a group presentation.

Managing Information and Thinking: Homework tasks may involve gathering, recording, organising and evaluating information and data. Homework may also promote student self-reflection and fosters critical thinking.

Being Literate: Homework develops literacy by encouraging students to write/read/speak for a variety of purposes, to express ideas clearly and accurately, and to explore and create a variety of texts, including multi-modal texts. Homework assigned which promotes literacy helps students to develop their understanding and enjoyment of words and language.

Being Numerate: Homework tasks may involve students expressing ideas mathematically. Estimating, predicting and calculating. Students develop a positive disposition towards investigating, reasoning and problem solving. Homework linked to numeracy may require students to see patterns, trends or to gather, interpret and represent data.

Staying Well: Homework tasks in some subject areas may develop some of the 6 Indicators of Wellbeing and our Wellbeing programme aims to foster happy, confident, responsible and resilient students who feel connected to Ashbourne Community School. It is also important to focus on well-being and try and promote cross curricular links/learning in subjects such as PE, SPHE, Home Economics, Religious Education and Wellness.



Roles & Expectations

Students:

- Record all homework in their journal correctly.
- Ensure they understand the homework before leaving the classroom.
- Understand that homework will vary in nature e.g. Reading, revising, researching, study & preparation for the next day.
- Make sure their homework is their own work and not copied from another student.
- Present written homework in a neat and legible manner
- Have necessary books and equipment to complete homework.
- Students need to take responsibility for managing their time affectively and produce good quality work in order to reach their potential.
- Ensure they get and complete any homework missed due to school activities or absence from classmate or teacher.
- Students should communicate with their teacher if there is an issue with the completion of work.

Parents:

- Check student's journal each week and sign it.
- Provide an explanatory note if homework is not completed.
- Monitor the completion of homework.
- Play an active role in their student's homework to help with time management.
- Ensure that students are spending adequate time on homework and revision.
- Support the school with any sanctions given for incomplete homework.

Teachers:

Homework given by teachers is to enhance, reinforce and supplement classroom learning.

Homework strives to create students who have independent learning skills.

- Teachers need to ensure that students record homework in school journal.
- Adequate time in class should be given to record homework.
- Homework needs to be clearly explained by teachers and understood by students.
- Homework should reflect classwork or be preparation for the following lesson.
- Homework given by teachers should be of a variety of tasks and criteria.
- If applicable resources needed for homework may need to be clarified.
- Teachers need to be clear to students in relation to meeting homework/project deadlines.
- Teachers can advise students of estimated time for completion of work.
- Teachers need to be mindful of students overall workload.

Teacher Feedback:

Positive feedback by Teachers should act as a motivator for students to develop and improve their learning.

- Teacher feedback should be in a variety of forms
- Feedback should be positive, encouraging and instructional
- Feedback can be directional and with clear action for the next step given
- Feedback should reference learning intention and success criteria

School Supports

➤ Homework Club:

The Homework Club is run voluntarily after school by the SEN Department. It is aimed at students who have additional needs and who might need guidance and help with their homework. However, it is open to our whole student community with priority given to students with additional needs. It helps students to get into a routine of doing homework each evening. It runs Monday to Thursday after school and finishes at 5pm.

The Homework Club very much operates under the Code of Behaviour and Homework Policy within Ashbourne Community School.

➤ After School Study:

After School Study runs for two hours daily after school. Students are supervised in classrooms by qualified teachers from Ashbourne Community School.

Attendance is monitored through the daily roll system and a journal stamp. Parents are encouraged to check their child's journal is stamped on the appropriate day. Texts are regularly sent to parents to remind them to check journals also.

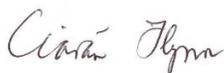
A member of the study team is present each day from the time school finishes to supervise the room set up and the smooth start of each study session.

In order to provide an environment conducive to study, strict discipline is enforced and poor behaviour is not tolerated. After school study very much operates under the Code of Behaviour within Ashbourne Community School. Each student also signs an after-school study behavioural contract.

School Sanctions

1. Parents/guardians are advised to check the journal weekly to achieve an understanding of the homework that is being assigned and to alert them to any issues surrounding the completion of that homework.
2. If homework is not presented this will be recorded in the student journal. This note should be read, and counter signed by parents/guardians.
3. In some cases supplementary work and another sanction may apply.
4. A standard homework letter may be sent home.
5. The student's homework may be monitored through a subject report and/ or year head report.
6. The sanctions set down in our schools Code of Behaviour apply.

Ratified by the Board of Management at its meeting on the 29th April, 2020.



Signed:

**Chairperson,
Board of Management.**

Date: 29-04-2020

Appendices

- 1) Homework letter
- 2) No completion of subject practical/project letter (JC/LC)
- 3) Subject Report form
- 4) Tutor Report form



1, Deerpark, Ashbourne, Co. Meath.

Telephone: 01-8353066 Adult Education: 01-8353007 Fax: 01-8353083

Email: admin@ashcom.ie adulsted@ashcom.ie Website: www.ashcom.ie

Date: _____

Dear Parent/Guardians,

We wish to remind you that in accordance with our school homework policy, regular homework is a valuable aspect of the learning process as it consolidates and supplements the work done in class and promotes independent learning and creativity.

At present, _____ is not consistently completing homework in my subject to a satisfactory standard. Irregular completion of homework puts _____ at a serious disadvantage, resulting in poor exam performance. It also disrupts class work and is unacceptable.

I encourage you to speak to _____ about this and expect that the matter should be resolved immediately. A copy of this letter will go to the Year Head for the student file, so there may be further repercussions should the situation not improve.

Yours sincerely,

Subject: _____



Association of Community and Comprehensive Schools
Ceanann na Scoilanna Pobail agus Caimitheacha

Principal: Susan Duffy, B.A., H.D.E., M.Ed.
Deputy Principals Ciarán Stewart B.Sc P.G.C.E. M.Ed
Pat Moriarty, T.Tech (Ed)
Gillian Casey, B.A., H.D.E. , M.Ed.





1, Deerpark, Ashbourne, Co. Meath.

Telephone: 01-8353066 Adult Education: 01-8353007 Fax: 01-8353083

Email: admin@ashcom.ie adulted@ashcom.ie Website: www.ashcom.ie

Student Name: _____

Date: _____

Re: **Concern re lack of Subject Practical/Project work completion.**

Dear Parents/Guardians,

At present, we note that _____ is behind in the completion of his/her Practical/Project work in _____ which is worth ____% of the overall grade awarded in this Subject in the Leaving/Junior Certificate.

I encourage you to speak to _____ about this and expect that the matter should be resolved immediately by completing to a satisfactory standard as soon as possible all Practical/Project work that is required and which forms a significant component of this subject.

Please sign the acknowledgement note below and _____ should return it to the Year Head as soon as possible.

Yours sincerely,

Year Head

CONFIRMATION OF RECEIPT OF PRACTICAL/PROJECT LETTER FOR PARENTS/GUARDIANS

Date: _____

I/we acknowledge that we have received the letter referring to _____'s failure to complete practical/project work in _____ class. We have spoken to _____ and expect to see an immediate completion of all the required work to a satisfactory standard.

Parent/Guardian _____



Principal: Susan Duffy, B.A., H.D.E., M.Ed.
Deputy Principals: Ciarán Stewart B.Sc P.G.C.E. M.Ed
Pat Moriarty, T.Tech (Ed)
Gillian Casey, B.A., H.D.E. , M.Ed.





SUBJECT REPORT FORM

SUBJECT: _____ CLASS TEACHER _____

STUDENT: _____ TUTOR GROUP: _____

REASON FOR REPORT: _____

DATE	HOMEWORK	BEHAVIOUR

SIGNED: _____
PARENT/GUARDIAN

SIGNED: _____
SUBJECT TEACHER

