

Teacher Roles

Regular homework, of appropriate length, should be set in accordance with the Homework Timetable, age and ability of the student.

Staff should ensure that all students record the homework that has been set in their Homework Diary.

Homework should be collected in and marked, in accordance with the Assessment, Recording and Reporting procedures.

Non-completion or non-acceptability of homework should be treated extremely seriously. Key Stage Co-ordinators should be informed if non-completion occurs regularly. Heads of Department should ensure that parents are kept informed of non-completion of homework; this is usually done by using the standard letters which are kept in the office (or see Standard Forms section of this Handbook). On occasions Heads of Department may wish to speak to parents directly.

Extra homework should not be set over half-term holidays.

Every student is issued with a School Planner at the start of every academic year. If students lose, or misplace, their School Planner they are expected to purchase a new one from their Year Support Co-ordinators. Tutors should check School Planners weekly.

Parents are encouraged to co-operate with the school in ensuring that homework is completed on time and to the highest possible standard. The parental role is outlined in the Homework Policy.