

HOME WORK POLICY

Definition of Home-work

The term “Homework” should not be narrowly interpreted, as the definition includes more than just written exercises. It also involves learning, regular revision work and exam preparation. A wide variety of homework assignments are set by teachers and include:

- Learning
- Projects
- Research
- Report writing
- Essay writing
- Vocabulary
- Reading
- Drawing/painting
- Designing and making models
- Visits to public library
- Using internet for research
- Listening to radio programmes/watching TV programmes recommended by the teacher.
- Music Practice and other practical work.

Rationale for Homework:

1. Homework provides students with an opportunity to reinforce material already covered in class.
2. It provides a foundation for future learning.
3. It is essential for students to commit certain facts to memory e.g. mathematical formulae, historical accounts, poems etc and it is important that these should be revised regularly as directed by the teacher.
4. It is useful mental discipline as it allows students to test their powers of recall and prepares the student for success in examinations.

Goal of Homework

1. To assess the students comprehension of the material covered in the classroom.
2. To ascertain the student's strengths and weakness.
3. To promote interaction between the students, teachers and parents.

Time Allocation for Homework

The amount of time needed for students to complete homework assignments varies from student to student and from academic year to year. The following are broad guidelines as to how much time Our Lady of Lourdes Secondary School recommends the student spend as a minimum.

1st Year: 1 ½ - 2 hours

2nd Year: 2 – 2½ hours

3rd Year: 2½ - 3 hours

5th Year: 3 - 3½ hours

6th Year: 3½ - 4 hours

* Students who are preparing for State Examinations will probably require additional study time as exam time approaches.*

*At weekends, 3rd, 5th and 6th year would need to spend at least 2 – 3 hours on revision and catching up.

Guidelines for Teachers

1. Teachers in the school are expected to set regular homework on topics covered in class.
2. Teachers should explain homework assignments clearly and allocate time to allow students to record homework in their journals.
3. Teachers are expected to monitor homework and maintain records.
4. Homework should be pitched to the ability of students and it should be of value to students.
5. Teachers should ensure that no single subject should take up a disproportionate amount of student's time to the detriment of other subjects.
6. Adequate time should be given to students to complete major assignments such as essays etc.
7. Students should be made aware that it is their responsibility to get details of homework assignments from classmates or their teacher if they are absent from class/school for any reason or involved in school related activities/extra curricular activities.

Parents'/Guardians Role in Homework

Parents/Guardian's can aid the success of their daughter through the following:

1. Reminding her to allow sufficient time to complete the homework assignments. Suggest that your daughter draws up a study timetable which should take account of all weekly activities such as sports, leisure, TV etc

2. Provide a suitable, quiet place where the student can study, away from distractions such as television. The room should be warm, well lit and have a comfortable desk and chair.
3. Check periodically that the written homework submitted is neat and legible.
4. Each student has a special homework journal. Parents can help by ensuring that each item listed is carefully completed. It is the parents responsibility to inform the school/class teacher of any reasons why a student was unable to complete a homework assignment. A parent may communicate this through the student journal. Parents/guardians are expected to check the journal regularly and sign notes from school personnel.
5. Discuss your child's homework with her. Ask how she is getting on at school and even if the response is brief, as is often the case with teenagers, continue to maintain an interest.
6. Attend Parent/Teacher meetings. Make an appointment to meet teachers if there are problems that need to be discussed.
7. It is not recommended that students engage in part-time work during the school week. Weekend work should not be allowed to interfere with school work.

Guidelines for students

1. The teachers place great emphasis on setting purposeful, well planned homework which is designed to assist each student in reaching her full potential.
2. Students are expected to complete all homework assignments given to them. In the case of inability to complete a particular exercise a genuine effort to attempt it must be shown.
3. Homework should be done on time, in full and should be properly presented.
4. Each student must record all homework in her journal as outlined by subject teachers. Both written work and learning work must be recorded.
5. Before you leave each class you should understand clearly what your teacher expects you to do for homework. If in doubt ask your teacher who will clarify this and the due time and date for submitting work.
6. Your homework journal must be signed by one of your parents/guardians each week and presented to your Class Teacher for inspection.
7. If you are absent from class/school for any reason, it is your responsibility to find out details of the work that you missed. This applies also to students who miss classes due to sporting or other extra curricular activities.
8. Copying homework from another student is counter-productive and is regarded as a serious matter by the school. The same applies to allowing another student to copy your homework.
9. Homework must be completed. In the event of homework not being submitted, teachers will require a letter of explanation from a parent/guardian.

Homework Sanctions

Homework assignments and deadlines are set by subject teachers and must be adhered to. Lack of co-operation by students may be dealt with in one or more of the following ways:

- Verbal reprimand
- Assignment to be completed and may need to be signed by Parent
- Note in homework journal to parents
- Entry into discipline book – 3 entries into discipline book – before the discipline committee
- May be followed by a period of detention
- Discussion with parents by phone/letter/visit to school
- Students may be asked to write out homework which has not been learned
- Sanctions will apply to students involved in copying work.

August 2008

Please detach and return to your daughter's Class Tutor on the return to school.

I acknowledge receipt of the school's revised Homework Policy.

Parent/Guardian's Signature: _____

Student(s) Name(s): _____

Class: _____