

# Holbrook Academy



## KS3 Academy Home Learning Guide

2014-15

***For Students and Parents***

*Home learning is work that is set to be done outside the timetabled curriculum. It contains an element of independent study in that it is not usually directly supervised by a teacher. It is important in raising achievement and helps cement learning and develop wider independent learning.*

## Aims of Home Learning:

Home learning enables students to:

- Consolidate and extend work covered in class or prepare for new learning;
- Access resources not available in the classroom and develop research skills;
- Show progress and understanding;
- Enhance study skills e.g. planning, time management and self discipline;
- Develop literacy and numeracy skills outside the classroom;
- Take ownership and responsibility for learning and have an opportunity for independent work;
- Gain experience in planning commitments over a period of time.

## How much work will be set?

Because the nature of home learning tasks varies greatly, it is not easy to define precisely how much time students across the age and ability range should spend on each piece of work.

As a broad guide home learning **tasks** should last for the following times –

- Year 7 – 20 minutes minimum
- Year 8 – 30 minutes minimum
- Year 9 – 40 minutes minimum
- Year 10 and 11 – approximately 1 hour

Some home learning tasks will be set as a longer project and demand an extended piece of writing; others may be shorter revision activities. Teachers give clear guidance and deadlines.

## In which subjects will home learning be set?

Most subjects set home learning tasks weekly or fortnightly according to the home learning timetable. However, in KS3 PE and Drama home learning will be set on an occasional basis only. The PE department expect students to be engaging in extra-curricular PE in addition to other exercise outside of the classroom.

## How to record home learning tasks:

All home learning tasks should be recorded in the **Student Planner**. This is an ideal way for parents to be kept in the picture regarding the nature, frequency and amount of home learning activities being issued. There is also a facility for parental signatures which provides a visible acknowledgement that parents are supporting their child's learning.

## How will home learning be assessed?

Home learning is assessed using the following grading system:

1	Excellent	Quality of home learning is of a very high standard and shows real independent thinking.
2	Good	The home learning shows many good qualities.
3	Some concerns	The quality of the home learning is satisfactory; although some elements are fine there are a few things missing.
4	Poor	The quality of the home learning is poor and major elements need revisiting.
U	Not completed	The work set has not been completed.

Failure to complete home learning tasks results in sanctions in line with the Academy's discipline policy. Grades are recorded on Go4Schools and monitored by teachers and Subject Leaders. Students may also receive stickers, praise postcards or certificates to celebrate their success with home learning tasks.

## Home Learning - The role of the Student:

- To listen to home learning instructions in class and to ask if they do not understand.
- To copy down instructions for the task and the deadline date into their student planner.
- To ensure that home learning is completed and handed in to meet the deadline.
- To attempt all work to the best of their ability.
- To inform the class teacher of any difficulties.

### **Home Learning - The role of the Form Tutor**

- To see that home learning is being set and recorded regularly.
- To check that the student planner is being signed by the parent/carer.
- To note and respond to any comments written in student planner by parents/carers.

### **Home Learning - The role of the Class Teacher**

The class teacher controls the direction of home learning and the nature of tasks undertaken. The teacher will:

- Set home learning according to the timetable.
- Provide the stimulus; ensuring that home learning consolidates classroom learning.
- Give full and comprehensive instructions.
- Set deadlines for completed work and ensure that they are met.
- Mark and return all home learning promptly, recording assessment of home learning on Go4Schools.
- Make contact with parents/carers regarding concerns about home learning.

### **Home Learning - The role of Parents / Carers**

Parents/Carers can assist by:

- Providing a quiet place to work.
- Encouraging a positive approach to home learning by discussing and sharing tasks.
- Offering guidance and assistance without taking away independence.
- Checking the time spent on individual tasks.
- Checking presentation and content of home learning being returned to school.
- Signing the student planner each week.
- Providing the Academy with information about any problems through the student planner or by contacting the Academy directly.
- Encouraging their child to read everyday. Studies show that even 20 minutes a day of reading improves educational performance.

### **When should home learning be done?**

There is no single answer to this question. Children, like adults, are all different and what suits one will not necessarily suit the other. However, it is very important to establish a routine as the basis for a sensible approach to managing home learning tasks. The following pointers are offered on that basis:-

- Plan home learning or study at **regular** times and try to stick to this pattern.
- Several **shorter** sessions on a number of subjects is better than one lengthy stint on a single subject – other than when you have a specific item of work, such as an essay, which requires a fair amount of time.
- Commit yourself to doing your home learning tasks most nights of the week (ideally Monday to Thursday) but leave parts of the week aside for other activities. Friday night and Saturday should be avoided!
- Make full use of the student planner to schedule work in advance.
- Avoid leaving everything until the last minute.
- Use the weekly timetabled Supported Study session.

### **Where should children study?**

Individual students have their own preferences, but, in general, the following conditions are thought best:-

- In a quiet part of the house, away from distractions such as TV, family pets or even younger brothers/sisters.
- Somewhere warm and well lit.
- On a flat surface, preferably a desk with plenty of room for books, notes, pens, pencils, etc.
- Sometimes students may be expected to research topics using ICT. If students do not have access to computers at home they can access the Academy ICT facilities at break, lunchtime and at the end of the day.

		<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>
<b>YEAR 7</b>	Week 1	History 7a2 French 7a2	Maths 7.2 Drama 7.3 ICT 7.2 Geography 7a3	History 7a1 Drama 7.2	Science	Maths 7.1, 7.3 English
	Week 2	French 7a3 ICT 7.1		French 7a1 Drama 7.1 ICT 7.3 Science	History 7a3 (every other week) German 7a3 Geography 7a1, 7a2	History 7a1 Maths - All German 7a2 English
	<ul style="list-style-type: none"> <li>• Art &amp; Design - Home learning projects take place over a number of weeks and there is an expectation that students apply focused study weekly.</li> <li>• Languages – One formal Home Learning task per fortnight, students should spend 30mins on Linguascope in the alternate week.</li> <li>• DT, Technology, Food – ‘Takeaway’ Home Learning Projects every half term. Focused study expected to complete projects in given time.</li> <li>• Music – Projects set over a number of weeks combined with specific individual tasks relating to lesson content where necessary.</li> </ul>					
<b>YEAR 8</b>	Week 1	History 8a1 Maths 8.3 ICT 8.2 English 8.2,8.3	German 8ab1 Drama 8.2 ICT 8.3 English 8.1	Geography 8a2	History 8a2 Maths 8.1, 8.2 French 8ab3	ICT 8.1 Science
	Week 2	Maths 8.3	History 8a1 English	French 8ab2 Drama 8.1 Geography 8a1	Maths 8.1, 8.2 Science	History 8a2 French 8a1 Drama 8.2 Geography 8a3
	<ul style="list-style-type: none"> <li>• Art &amp; Design - Home learning projects take place over a number of weeks and there is an expectation that students apply focused study weekly.</li> <li>• Languages – One formal Home Learning task per fortnight, students should spend 30mins on Linguascope in the alternate week.</li> <li>• DT, Technology, Food – ‘Takeaway’ Home Learning Projects every half term. Focused study expected to complete projects in given time.</li> <li>• Music – Projects set over a number of weeks combined with specific individual tasks relating to lesson content where necessary.</li> </ul>					
<b>YEAR 9</b>	Week 1	Spanish 9.2 Maths 9.4 ICT 9.3 Science	Drama 9.2 ICT 9.2	Maths 9.4 Drama 9.1, 9.3 Geography 9a2	Maths 9.1, 9.3 English	Maths 9.2 French 9a1 Geography 9a1, 9b1
	Week 2	Maths 9.4 History 9a1 French 9b1,9b2 Science Geography 9b2	ICT 9.1, 9.4	Maths 9.4	Maths 9-1,2 &3 Drama 9.4 English	Spanish 9.1 History 9b2 French 9a1, 9a2
	<ul style="list-style-type: none"> <li>• Art &amp; Design - Home learning projects take place over a number of weeks and there is an expectation that students apply focused study weekly.</li> <li>• Languages – One formal Home Learning task per fortnight, students should spend 30mins on Linguascope in the alternate week.</li> <li>• DT, Technology, Food – ‘Takeaway’ Home Learning Projects every half term. Focused study expected to complete projects in given time.</li> <li>• Music – Projects set over a number of weeks combined with specific individual tasks relating to lesson content where necessary.</li> </ul>					

**Note:** PRE Home learning will be tailored to specific groups and learners where appropriate. Due to the nature of the topics, studied home learning is very specific and directed to certain aspects of learning.

- In addition to the home learning set, your child should also spend time reading, taking regular exercise and attending organised clubs and activities.
- Your child’s literacy teacher may set additional literacy home learning.