## McEgan College Policy on Homework

### Process Definition

Homework can take many diverse forms such as: -

1. Language / Comprehension / Reading Assignments
2. Drawing / Art / Science / C.S.P.E. Assignments etc.
3. Learning / Completing exercises from Texts
4. Making notes from material supplied / researched
5. Revision of work already learned
6. Independent research and presentation of same.
7. Prepare / plan / write up or collect materials for assignments, projects, portfolios
8. Answering from / reviewing past examination papers.
9. All homework as deemed suitable by teacher(s).

Precise definitions are difficult since the education process is developing, evolving and changing. Homework will vary, reflecting this dynamism. It must be clear that, usually all homework must be completed within a very short time span.

### Rationale

The homework policy of this school is regarded as fundamental as we believe in inculcating in our students a spirit of self-reliance, independence, co-operation and responsibility. Homework encourages these attributes and is a vital aspect of the learning process since it consolidates and supplements the work done in class. It promotes independent learning and creativity and fosters the habits of concentration and study that are very important requisites in later years.

Teaching staff:

##### Each teacher should ensure: -

* All students have their homework journals in class.
* That homework assigned is recorded therein prior to the finish of class
* That homework assigned is geared to suit the abilities of class in order to foster the “success” factor.
* That records of homework set are recorded.

##### Each teacher should ensure that:

* Homework is given daily (regularly, if possible)
* Homework is corrected promptly and returned (with feedback) to student
* Should a student be unable to complete homework assigned, a written explanation from parent/guardian is required.

##### Class Tutors should

* Sign all homework diaries once a week during morning meeting(s), monitor the amount of homework given and support, encourage all students to produce quality work.
* Contact parents in the event that homework is consistently not being done.

##### Students should

* Have school homework journal. These shall be retained in a presentable order and shall be available for inspection (or insertion of comments to parents) by teachers.
* Do homework assigned and present it in a neat and proper fashion, within the time frame set by the teacher.
* All students must ensure that homework journals are signed by parent/guardian on a daily basis. Parents should check these diaries to ensure that they are fully conversant with all aspects of their child’s education.

##### Parents/Guardians should

* Support school policy
* Provide suitable conditions for homework
* Check homework journal every night and ensure that all homework recorded therein is completed satisfactorily and within time limits imposed by teacher.

##### Presentation of Homework

Each student is expected to present homework in the following manner:

* Each student must have a homework copy for each subject.
* All homework must be completed in the correct homework copy and the following procedure must be followed:
* A new page must be used for each night’s homework.
* The page must be ruled with a red biro.
* The date and page number of the text book must be put at the top of the page in red biro.
* Each question must be numbered
* All work presented must be neat and tidy.

##### Homework Club

The school offers a supervised homework club in the evenings for all students at the following times: -

Monday 4:00 pm to 5:00 pm

Tuesday 4:00 pm to 5:00 pm

Thursday 4:00 pm to 5:00 pm

Reviewed May 2017