



## Queensway Secondary School

### HOMEWORK POLICY

#### 1. What is Homework?

Homework refers to any assignment that is set to be done outside the school curriculum periods. Homework does not include the independent revision of school work or studying for tests and examinations.

#### 2. Purpose of Homework

Homework can enhance students' learning, improve students' achievement and develop students' study skills. As such, homework is an integral part of the teaching and learning process.

##### (a) Homework enables students to:

- (i) Consolidate and extend learning by practising and applying the content and skills taught
- (ii) Enhance and develop study skills e.g. planning, time management and self-discipline
- (iii) Take ownership and responsibility for learning

##### (b) Homework allows teachers to:

- (i) Gather feedback on teaching and learning so as to address gaps and provide support in a timely manner
- (ii) Reflect on and improve their teaching and learning

##### (c) Homework allows parents to:

- (i) Be involved in their child's learning and support them
- (ii) Know how their child is progressing academically in school

#### 3. Roles of Students, Teachers and Parents

##### (a) Students are expected to:

- (i) Listen and be clear of the homework instructions given in the class
- (ii) Copy down the instructions and deadline for the homework into the Student Handbook
- (iii) Ensure that their homework is completed and handed in to meet the deadline
- (iv) Attempt all homework and complete it to the best of their ability
- (v) Inform their teacher of any difficulty they encounter and give their feedback on the homework

##### (b) Teachers are expected to:

- (i) Assign the appropriate type and where appropriate, differentiated levels of homework
- (ii) Provide clear homework instructions and specify deadline for the homework
- (iii) Apply consistent consequences for non-compliance of deadline and non-submission
- (iv) Provide appropriate and timely feedback
- (v) Recognise high-quality homework and a positive work attitude in class.

Note: No homework should be assigned over a public holiday

##### (c) Parents are encouraged to:

- (i) Ask their child about what he/she is learning in school
- (ii) Ask their child to show them any homework assignments
- (iii) Help their child formulate a plan for completing homework
- (iv) Provide the appropriate space and time for their child to do their homework

#### 4. Consequences for Unsatisfactory Completion or Non-Submission of Homework

Teacher should:

- (i) Discuss with students the reasons for unsatisfactory completion or non-submission and rearrange the deadline if necessary.
- (i) Apply the consequences as stated in the Student Handbook (under Disciplinary Measures paragraph 4.3).
- (ii) Inform parents of their child's recalcitrant behaviour (if more than two occasions of unsatisfactory completion). Their Form Teacher, Year Head/Assistant Year Head and Head/SH/LH of Department should also be informed.