



BURLINGTON
HOUSE SCHOOL

Homework Policy - KS2-KS5

Responsible person(s): Adam Ford (Deputy Head Senior), Nicola Lovell (Head of Prep) Steve Proctor (Head of Sixth Form)

Review Cycle: Annual

Last review date: September 2024

New review date: September 2025

See also:

Use of Google Classroom Policy

Remote Learning Policy

In all Burlington House School policies, the words “Burlington House School” refer to Burlington House Prep, Burlington House Senior and Burlington House Sixth Form.

Burlington House School is owned and operated by **Cavendish Education**.

General Introduction:

This policy is one of a series of school policies that, taken together, are designed to form a comprehensive statement of the school’s aspiration to provide an outstanding education for each of its students and of the mechanisms and procedures in place to achieve this. Accordingly, this policy should be read alongside these policies. In particular, it should be read in conjunction with the policies covering equality and diversity, Health and Safety, safeguarding and child protection.

All of these policies have been written, not simply to meet statutory and other requirements, but to enable and evidence the work that the whole school is undertaking to ensure the implementation of its core values: that **all children can achieve**.

While this current policy document may be referred to elsewhere in Burlington House School documentation, including particulars of employment, it is non-contractual.

In the school’s policies, unless the specific context requires otherwise, the word “parent” is used in terms of Section 576 of the [Education Act 1996](#), which states that a ‘parent’, in relation to a child or young person, includes any person who is not a biological parent but who has parental responsibility, or who has care of the child. Department for Education guidance [Understanding and dealing with issues relating to parental responsibility updated August 2023](#) considers a ‘parent’ to include:

- all biological parents, whether they are married or not
- any person who, although not a biological parent, has parental responsibility for a child or young person - this could be an adoptive parent, a step-parent, guardian or other relative
- any person who, although not a biological parent and does not have parental responsibility, has care of a child or young person

A person typically has care of a child or young person if they are the person with whom the child lives, either full or part-time and who looks after the child, irrespective of what their biological or legal relationship is with the child.

The school employs the services of the following consulting companies to ensure regulatory compliance and the implementation of best practice:

- Peninsula BrightHR
- Peninsula BusinessSafe (Health and Safety)
- Atlantic Data (DBS)
- Educare (online CPD)
- SchoolPro (data protection)
- Marsh Commercial (insurance)

Where this policy refers to 'employees', the term refers to any individual that is classified as an employee or a worker, working with and on behalf of the school (including volunteers and contractors).

Burlington House School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers, pupils and visitors to share this commitment.

All outcomes generated by this document must take account of and seek to contribute to safeguarding and promoting the welfare of children and young people at Burlington House School.

The policy documents of Burlington House School are revised and published periodically in good faith. They are inevitably subject to revision. On occasions a significant revision, although promulgated in school separately, may have to take effect between the re-publication of a set of policy documents. Care should therefore be taken to ensure, by consultation with the Senior Leadership Team, that the details of any policy document are still effectively current at a particular moment.

1. Approach to Homework at Burlington House School

Standard 1: The Quality of Education Provided

Pupils must be given overlearning activities that reinforce the learning they experience in the classroom. This is done through homework. It is expected that homework will reflect the scheme of work being studied in classes. Homework will be differentiated in accordance with pupil needs and departments are to ensure that tasks are created with particular individuals and groups in mind.

It is important to remember that homework tasks are designed to be accessible to pupils without support and represent a consolidation of learning that has taken place in lessons.

Homework, therefore, cannot in itself be used as a measure of progress.

2. Homework at KS2

2.1 Frequency and setting:

In KS2 (years 4,5,6) it is intended that our pupils are set a small amount of home study at the discretion of the classroom teacher who will use their knowledge of each learner to inform what is assigned. Tasks will focus on reinforcing progress in literacy and numeracy. Other tasks may be set throughout the year to inspire, motivate and challenge learners in their wider curriculum.

As pupils progress through the key-stage homework will become more regular to develop good routines for transition into KS3.

2.2 Instructions and Feedback:

Instructions on what needs to be completed should be clearly added to the relevant Google Classroom with a clear **due date**. **Occasionally, Pupil diaries may be used in place of Google Classroom.** Feedback should be given to the pupil in accordance with the **marking and feedback** policy for the Prep School.

2.3. Rewards and sanctions at KS2:

Homework that is completed on time and shows good effort should be rewarded using the house-point system and recorded in pupil diaries.

If homework is not being done or is done poorly, the subject teacher will follow this up constructively in the following ways, as appropriate:

- Agreeing with pupil how the homework will be redone and/or setting a new due date
- Communicating with parents via pupil diary, email, phone
- Consideration as to whether this pupil needs additional support, ie therapeutic input

3. Homework at KS3

3.1 Frequency and setting

All learners in KS3 will be set regular homework in **English, Maths, and Science** to consolidate their learning on the core curriculum. This will follow a timetable produced at the beginning of each academic year. Homework is due on the date set in Google Classroom or on the homework sheet. If there is no date attached to the assignment and it is labelled homework, the homework should be done for the next day. Pupils can expect all details of the homework to be put on Google Classroom and will not need to record the information in their diaries. It is expected that pupils spend around **30 minutes** completing each homework task up to **90 minutes per week**.

In the lead-up to the Summer Term examinations, KS3 homework is likely to consist of revision tasks. In this case, regular updates on Google Classroom and the use of the marking policy might not be required.

3.2 Instructions and Feedback

Homework will be explained to pupils in subject lessons and given to them via Google Classroom (as an Assignment, labelled HOMEWORK:), or their homework book or folder. Where a homework task is to be completed in a book or folder, **the assignment should still be entered onto Google Classroom for communication and tracking purposes.** The comments can then be uploaded onto Google Classroom for students to receive feedback for their work.

In some instances, teachers may utilise online programmes to set homework. Examples of these can include MyMaths, Rapid Plus and Quizziz. In these cases, homework will still be recorded in **Google Classroom** but the Homework Book/folder will not be used.

3.3 The Burlington Home Study programme:

Pupils and parents are invited at the **beginning of each term** to opt-in/out of a programme of further home study. This programme has been developed in response to pupil and parent feedback and is intended to help pupils and parents select the right level of homework for their child as they progress towards becoming fully independent learners. It is built on an understanding that not all learners will reach this point concurrently.

Departments will create ambitious, creative and meaningful courses of extended study. Students will have the opportunity to explore their subjects in a greater level of depth while also building skills in independent and extended study. Home Study will be assigned and collected by that term's departments on the same day each week. When students and parents opt in to Burlington Home Study, they are making a commitment to work to the best of their ability and to meet deadlines.

It is expected that pupils will receive **2 hours** of tasks **per week of a half term** for their programme of Burlington Home Study. The Burlington Home Study pack can **either** consist of a **range of stand alone, short tasks** or can consist of an **extended project** with certain targets to meet each week. Each task ends with self-reflection/evaluation as well as extended feedback at the end of each half-term.

3.4 Example programme of study:

Year	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
7	ENG (6 weeks)	HUMS (6 weeks)	SCI (3 weeks) FOOD (3 weeks)	SPANISH (3 weeks) P.A (3 weeks)	MATHS (5 weeks)	DT/ART
8	DT (3 weeks) ART (3 weeks)	SCI (3 weeks) FOOD (3 weeks)	SPANISH (3 weeks) P.A (3 weeks)	MATHS (6 weeks)	HUMS (5 weeks)	ENG
9	HUMS (6 weeks)	MATHS (6 weeks)	DT (3 weeks) ART (3 weeks)	ENG (6 weeks)	SPANISH (3 weeks) P.A (2 weeks)	SCI

3.5 Sanctions and rewards at KS3

Homework that is completed on time and shows good effort should be rewarded using the house-point system. Sustained positive engagement should earn a positive-postcard or **good work book entry**.

If homework is not being done or is done poorly, the subject teacher will follow this up in the following ways, as appropriate:

- Agreeing with pupil how the homework will be redone and/or setting a new due date
- Communicating with parents via pupil diary, email, phone
- Consideration as to whether this pupil needs additional support, ie therapeutic input

Pupils constantly struggling to engage or access the **Burlington Home Study** programme will be asked, in conjunction with parents, to consider moving to different levels of the programme or consider opting out of the programme.

4. Homework at KS4

4.1 Frequency and setting:

KS4 pupils will typically be set **4-6** pieces of homework per week, although research for controlled assessment may stretch over a longer period. Creative and practical subjects may periodically not set homework based on the nature of content being delivered in lessons.

Each piece of set work should take a pupil **approximately 20-40 minutes to complete**. Homework will be set in accordance with a weekly rota of subjects (example below).

4.2 KS4 example rota:

	Homework Timetable
Mon	English
Tue	Block 1 option (Art/ photo / Business / PA) Block 2 option (History/Food/DT/GCSE P.E (Theory)
Wed	Science
Thurs	Block 3 option (Art/Geog/Citizenship/PA)
Fri	Maths

4.3 Instructions and feedback:

Homework will be explained to pupils in subject lessons and given to them via Google Classroom (as an Assignment, labelled HOMEWORK:), or their homework book or folder. Where a homework task is to be completed in a book or folder, **the assignment should still be entered onto Google Classroom for communication and tracking purposes**. The comments can then be uploaded onto Google Classroom for students to receive feedback for their work.

In some instances, such as specific work in Maths, Science and English, teachers may utilise online programmes to set homework. Examples of these can include MyMaths, Rapid Plus and LogOnScience. In these cases, homework will still be recorded in Google classroom but the Homework Book/folder would not be used.

4.4 Rewards and Sanctions:

Homework that is completed on time and shows good effort should be rewarded using the house-point system. Sustained positive engagement should earn a positive-postcard or **good work book entry**.

If homework is not being done or is done poorly, the subject teacher will follow this up in the following ways, as appropriate:

- Agreeing with pupil how the homework will be redone and/or setting a new due date
- Communicating with parents via Google Classroom, email, phone
- Communicating with a pupil's Learning Skills / Study Skills Mentor re. possible intervention
- Consideration as to whether this pupil needs additional support, ie after-school study session
- Issuing a sanction, such as break detention

5. Independent Study at KS5

KS5 students should expect link work/consolidation/ research assignments each week for each subject they study. The length and frequency of this work will vary given the nature and level of study they are currently engaged with.

To provide ongoing organisational support to learners at all levels, tasks should continue to be set on **Google Classroom** labelled as '**HOMEWORK**' or similar with clear instructions and a due date.

A higher level of personal responsibility is expected from learners at KS5, however, for the persistent non-completion of independent study, the classroom teacher may consider the following:

- Agreeing with the individual how the task will be redone and/or setting a new due date
- Communicating with the form-tutor or parents (where appropriate)
- Communicating with the pupil's academic mentor re. possible intervention
- Consideration as to whether this pupil needs additional support, ie after-school study session

6. Homework Support

In the first instance the **classroom teacher** or a pupil's **academic mentor** is usually best placed to work, in partnership with parents, to assist learners in accessing and successfully engaging with any homework tasks.

Across the curriculum, **learning skills** and **study skills** lessons often provide opportunities for support, particularly with practical and organisational aspects of homework. In instances where there are particular difficulties with a pupil completing homework, a supervised in-school homework club may be offered **after-school** or as part of the **enrichment programme**. This is most appropriate for KS4/5 learners engaged in frequent extended or independent study.

7. Changes during remote learning

During times of significant school disruption, pupils are not expected to complete their usual routines for homework. Details of how homework is set for pupils during extended illness, self-isolation or whole-school closure can be found in the school's **Remote Learning Policy**.