

Thomas Telford School



Homework Policy

Updated July 2026 EJP

Homework Policy

Purpose of homework

The purpose of homework is to support and enhance student learning by;

- Reinforcing classroom learning
- Providing useful feedback
- Developing independent study habits
- Preparing for future lessons
- Encouraging responsibility and time management
- Involving parents in the learning process

Frequency and duration of homework

Year 7 and Year 8

Homework is set weekly in English, Maths and Science. Each piece of homework should take 20-30 minutes. French will set homework to learn lists of new vocabulary. Other subjects can set revision homework for Key Assessments - approximately 3 times a year. All subjects may set non-compulsory 'own' work for students who wish to extend their learning.

Year 9, 10 and 11

Homework is set weekly in all subjects. Each piece of homework should take 30-45 minutes. All subjects may also set non-compulsory 'own' work for students who wish to extend their learning.

Sixth Form

Students are expected to complete homework for all subjects. Homework may be set weekly, fortnightly or less frequently dependent on the length of the task/nature of the course studied. Homework may take up to 3 hours per subject per week.

Roles and Responsibilities

Students

These guidelines are issued to assist in the organisation and completion of your homework and revision.

- All subject teachers will publish details about the homework so students can view it through the MCAS App.
- If you are not sure about something, ask your teacher to explain.
- **Never** leave the lesson without understanding what you have to do.

The times below are given as a guide to how long each piece of homework should take.

- Further details about your courses, homework, and revision materials are available from the Online Curriculum through the website. All students and parents are offered training in Year 7 about how to access this information both at school and from home.
- Ensure that your parents read and, if necessary, comment on each Module Report.
- If you have a problem with any part of your homework, tell your Personal Tutor who will help you.

- Students may complete homework in the homework club during session 3 on Monday to Thursday. This will need to be booked through the MCAS student portal App.

Subject Teachers

- Ensure that all work is set through Bromcom so can be seen by students and parents on the MCAS App.
- Ensure that the revision and homework you set is appropriate to the ability and progress of each student.
- Please ensure that the work set can be completed by the students without the assistance of an adult. It is for the students not parents.
- Where appropriate, relate the task to support materials e.g. Online curriculum, resources on Teams, Video tutorials, online textbooks
- Ensure that any homework or revision **does not necessitate** the purchase or acquisition of additional resources. Never make assumptions about the resources available to students in terms of parental time or money.
- Make clear and sensible arrangements for homework to be handed in and that students have **enough time to revise for an assessment**
- Ensure that each student clearly understands what the homework task is, exactly what they have to do for satisfactory completion, and when the work must be completed. Students should be aware of the standards required to achieve specific grades.
- Be prepared to set extra homework for any student/parent who has requested this. There should always be plenty of work available.
- Ensure that all homework is marked promptly before the next teaching session and in accordance with the School Marking Policy.
- If a student fails to submit a piece of homework then inform the student they have missed the deadline, offer support to ensure the homework is then completed in a reasonable timeframe. If a student fails to meet the new deadline then the subject teacher will call home
- At the start of each academic year please ensure that all students are shown how to access their homework resources. Each Year 7 student and their parents will be offered training about how to access the curriculum both at school and home.

Parents

These guidelines are issued to enable you to monitor your child's homework.

- Please encourage good study routines and habits.
- Please provide a supportive environment for completing homework.
- Students may complete homework in Homework club during session 3 on Monday to Thursday. This will need to be booked through the MCAS student portal App.
- Parents will be able to check homework for all subjects via the MCAS App including what it entails and deadlines to meet
- if your child is spending much longer than the time suggested, please contact their Personal Tutor. Students may, if they wish, complete homework in the homework club during session 3 on Monday to Thursday. This will need to be booked through the MCAS student portal App.
- We welcome your support if your child needs help with their homework. However, please do not do the homework for your child.
- Further details about courses are available from the Online Curriculum. All students and parents are offered training in Year 7 about how to access the Online Curriculum both at School and from home.

- Please read the Module Report (issued approximately every half-term) and, if necessary, comment upon the quality and frequency of homework, expressing your satisfaction or otherwise.
- If you have any concerns about your child's homework or work in general, please contact the Personal Tutor immediately.

Personal tutors

As a Personal Tutor, ensure that students understand:

- How to access their homework via the MCAS app.
- What they have to do for each homework task.
- Where the same task has been set for all students, ensure that each individual knows what is required of them to reach specific grades.
- Ascertain whether the student has any difficulties with the homework or revision for tests and examinations that they have done/been set. Any such difficulties should be referred to the subject teacher.
- Students are expected to organise their own homework and revision timetable in Key Stage 4 and 5. Encourage your students to plan their own homework and revision timetable. This may need to be amended each week, depending on the nature of the homework and revision, and the time allowed for its completion.
- Students may require to use resources in school so should be encouraged to sign up for homework club during session 3.
- Students must aim to complete homework in the time set.
- Refer parents to any subject comments/concerns related to homework when writing the personal tutor comment on the module report.
- If a student/parent requests extra homework in a particular subject(s) satisfy yourself that this would not bring undue pressure on the student, then contact the subject teacher for the work to be set.
- You will receive homework notifications from subject teachers when students fail to submit more than one consecutive pieces of homework. You must act urgently upon this through discussion with the student, and potentially the parent, whilst then supporting the student to complete the missing pieces. Phone home if a pattern appears or you have concerns.

Submission and Deadlines

Teachers must ensure that instructions on completing work, deadlines and submission methods are clearly explained to the students using the MCAS App.

All homework should be completed to a high quality and submitted by the deadline set.

Most homework will have a one week deadline in Years 7, 8, 9, 10 and 11.

Some homework will be submitted electronically through platforms such as MS Teams, SPARX and some will be hand-written and submitted on paper.

Monitoring

Teachers should regularly reward students who complete homework to a good standard with verbal praise and TTS points.

If a student fails to submit one piece of homework the subject teacher should re-iterate the expectations, offer support and arrange a new deadline.

If a student fails to submit two pieces of homework, parents should be contacted via email (suggested wording below) with Personal tutors copied into the communication, Further non-submissions should result in the class teacher calling home, with escalations to subject leads and keeping the PT informed to find out whether this is subject specific or a bigger issue.

If homework is an issue across multiple subjects then the personal tutor will arrange to meet with parents to discuss a way forward.

Subject teachers should also be recording concerns relating to homework to the module report and on department minutes

Suggested email to parents

Subject: Homework Concern

Good morning/afternoon,

I am [Student's Name]'s Science teacher, and I'm writing to inform you that [Student's Name] has failed to complete their [subject] homework to the required standard twice this half term. Consistent homework is essential for reinforcing concepts learned in class, and falling behind will significantly impact their progress.

Please encourage [Student's Name] to complete the missed pieces as a matter of urgency.

If there are any extenuating circumstances affecting their ability to complete homework, feel free to contact me.

Many thanks for your support

