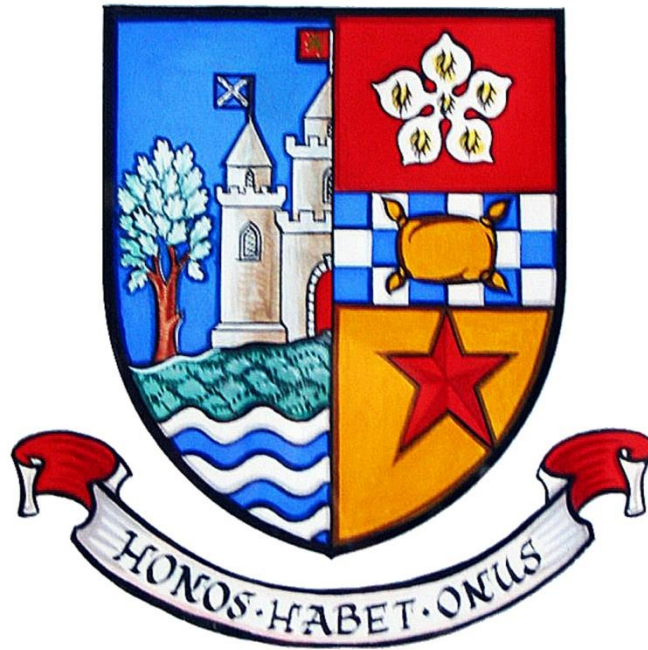
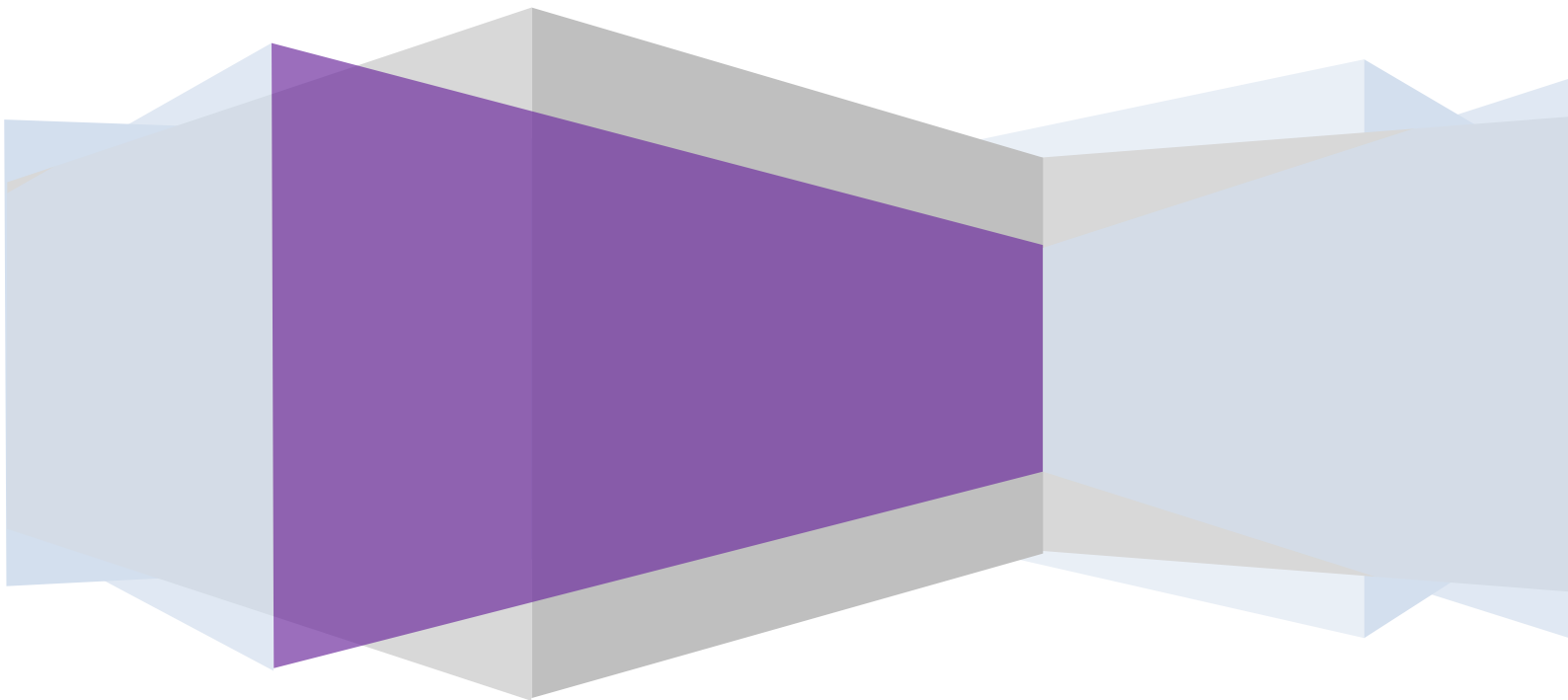


Bathgate Academy



HOMework POLICY



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BATHGATE ACADEMY

Homework Policy

Rationale

Homework can help to improve achievement and raise attainment of individual pupils where it is meaningful, purposeful and enhances learning experiences. It is also an essential part of preparations for internal and external assessment. Pupils are putting their success in SQA examinations in jeopardy if they do not develop a good homework routine. At Bathgate Academy we believe the fundamental purpose of homework is to develop pupils as life-long, independent learners. As such, we see it as our responsibility to provide high quality homework to our pupils.

Principles for effective homework

- Pupils, parents / carers and the school all have responsibilities. Our shared approach should be consistent and positive.
- All learners and parents / carers should easily understand the learning intentions and success criteria for homework. Homework tasks should be achievable.
- Fair time allocations should be agreed for each homework activity. Appropriate support and resources should be offered.
- Departments should give guidance on the overall amount of time spent on homework, taking into account age, stage and subject allocation per week.
- Departments should work within these guidelines to ensure that homework is manageable by staff, parents / carers and pupils.
- Departments should also give guidance on the quality expected when completing homework tasks.
- Homework activities should be meaningful, stimulating and purposeful.
- Feedback on homework should be constructive. Pupils should be given recognition and reward for effort and work well done.
- Feedback on homework is a crucial aspect of learning and can take many forms. It is not always appropriate for all homework tasks to be formally assessed and marked by the teacher.
- The school's approach to the non-completion of homework will be informative, restorative and not punitive.

Planning for effective homework

- Teachers should provide time in lessons for pupils to record homework in their planners.
- Teachers/departments should ensure that pupils have the necessary skills and access to the appropriate resources to complete homework tasks.
- Teachers should provide strategies to assist pupils in planning for revision.
- All departments and all teaching staff will expect pupils to arrive at class with a bag, planner, writing materials and with the relevant jotter / folder / PE kit.
- Wherever possible, homework should not be given for the next day. Work set during the holidays would normally be for S4 to S6 pupils as part of exam preparation or for all pupils who need to finish off work.

Developing positive attitudes

We aim to encourage positive attitudes to homework by:

- valuing and acknowledging effort
- setting high expectations on the standard of homework
- using praise
- being non-judgemental
- fostering self-reliance
- encouraging long-term goals
- displaying appropriate examples of pupils' work.
- where homework is not completed by pupils our constructive approach is to:
 - find out why and offer support
 - record concern
 - inform parents / carers where appropriate.
 - we may ask pupils to complete homework after the initial non-completion but we will not give punishments, detentions or remove them from class because of non-completion. Pupils will not be involved in any disciplinary procedures because of non-completion.

Support

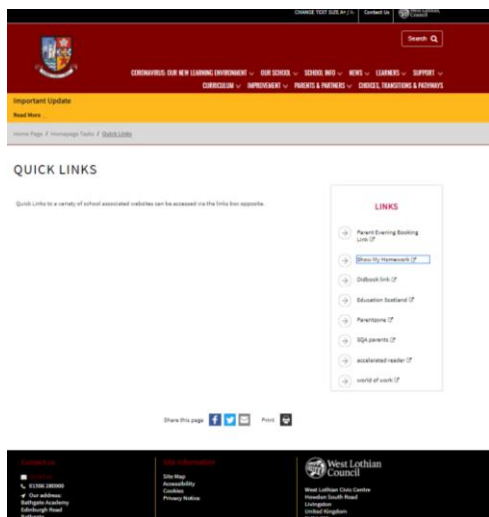
We will provide appropriate support and resources to aid pupils in their completion of homework.

This will include:

- providing each pupil with appropriate materials
- developing appropriate departmental resources
- departments developing study and thinking skills in their homework programmes
- publicising homework clubs, study support activities, revision sessions and our Easter revision programme
- continuing to develop the library study support section
- The Homework Hub takes place Thursday lunchtimes in the Library. Staff and senior pupils are available to support with homework as well as issues with logging on or using Show My Homework.

Show My Homework

Show My Homework is a web based calendar for issuing and tracking homework. It is accessed either by clicking on the link on our school website or by downloading the Show My Homework app to your smartphone or tablet.



A log in, consisting of Username and password, is required to filter down to the homework issued for a particular pupil.

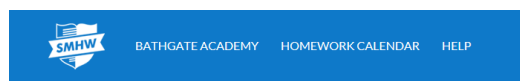
This log in information is issued by letter and pupils are required to reset and remember their own password.

Anyone having difficulty with logging in should advise a member of school staff.

Homework tasks will specify

- date issued
- date due
- how this homework should be returned; in class or submitted online
- a description of the homework task
- an indication of how long this homework task will take to complete

Staff may also append a worksheet, reading for information or a link to media clip. For example:



Personal Timeline

Mrs. E. Williamson set this Homework for group 1/N2 - History
Set on 07 September 2015 Due on 28 September 2015

Description

Make a timeline of my your life from birth to Bathgate Academy.

It must:

Include every year of your life and be colourful

Have events in the correct chronological order

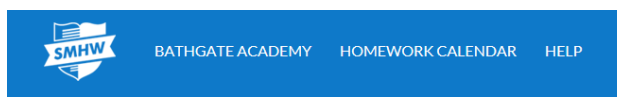
Be A4 size to be displayed on the board

Be done by hand or on the computer

Remember your timeline should reflect the length of time you have been given to complete it!

Other information

- This homework will take approximately 1 hours.
- Mrs. E. Williamson would like you to hand in this homework in class.



Higher Periodicity

Mrs. C. Hutcheson set this Homework for group CH1C1 - Chemistry
Set on 07 September 2015 Due on 14 September 2015

Description

Periodicity pg 16-18 attached booklet

Other information

- This homework will take approximately 60 minutes.
- Mrs. C. Hutcheson would like you to hand in this homework in class.

Resources to help you

[new_higher_unit_1_homework_...](#)

Homework Letters

Pupils forgetting or not producing homework submissions will be challenged by teaching staff, Principal Teachers and Depute Head teacher as per the policy described.

If required, letters will be sent to parents of pupils informing them that homework has not been completed.

Letters sent are standardised across all school departments and can be read overleaf. Letters are generated through Seemis, therefore a record of each letter sent will be recorded on a pupil's record.

Letter 1: Sent by PTC after 3 instances of no homework

Letter 2: Sent by PTC after no subsequent improvement in homework submissions

Letter 3: Sent by House Head requesting parental meeting

Letter 4: Sent by Depute Head indicating no improvement

HW Letter 1 text:

Dear

Pupil Name register class

I wish to inform you that has failed to complete three homework assignments in Homework is a very important aspect of the course and integral in developing the skills of working independently and reinforcing class work. In addition, homework helps pupils to develop a good knowledge and understanding of the class work that will help improvement assessment performance.

I have discussed the importance of homework and personal study withand it is hoped that with our joint support and encouragement this will not happen again. I would also draw your attention to the study support classes which run within the school at various times. This is a supportive environment in which pupils are encouraged to complete homework, undertake personal study, ask teachers for help or catch up on class work.

PTC

HW Letter 2

Dear

Pupil Name register class

I write to inform you has repeatedly failed to complete homework assignments in xxxxxxxx. This continued failure to complete homework shows a lack of commitment to the course and will impede progress in xxxxxxxx. As a school, we track pupil performance and monitor progress throughout the year to ensure that all pupils are placed at the appropriate level. In conjunction with assessments and class work, homework is an integral part of the monitoring process and may influence future decisions about examination levels at a later date.

I have discussed the importance of homework and personal study with and it is hoped that with our joint support and encouragement this will not happen again. I would draw your attention to the various study support classes which run within the school. This is a supportive environment in which pupils are encouraged to complete homework, undertake personal study, ask for help or catch up on classwork.

PTC

HW Letter 3

Dear

Pupil Name register class

I wish to inform you that has repeatedly failed to complete their homework tasks/assignments and has been interviewed by my colleague (staff name) on at least two occasions regarding this matter. Unfortunately there has been no improvement. As a school, we track and monitor pupil progress throughout the year and the completion of homework tasks/assignments is an important aspect of pupil's learning. Obviously pupils who fail to complete their homework tasks/assignments are not in a position to achieve their potential. I would be grateful if you could contact the school and make an appointment to meet with me so that we can discuss and hopefully resolve this matter.

House Head

HW Letter 4

Dear

Pupil Name register class

I wish to inform you that has repeatedly failed to complete their homework tasks/assignments even after a number of previous interventions. Pupils who fail to complete their homework tasks/assignments are not in a position to achieve their potential and the school now believes this is likely to be the case.

Although.....'s teachers will continue to issue homework this letter gives notice that future exam results may not be at the level initially assumed and that reference to this non completion of homework will be indicated on any future college/employment/university references that the school may be required to complete.

If you would like to discuss further please contact the school and make an appointment to meet with me.

Depute Head teacher

Purpose of homework within Art & Design department

To complement and consolidate what is done in class.

Frequency of homework at each stage

- To gain experience in drawing exercises
- To practise techniques
- To complete folio pieces for design and expressive units
- To develop skills in research and development for project work at all levels
- To deepen knowledge and understanding of artists and designers

Types of homework to be issued

- Practical exercises in particular skills and techniques
- Regular sketchbook work
- Using You tube department material
- Research and development for project work eg collecting imagery from magazines or the internet, taking photographs, collecting objects
- Where necessary, complete unfinished pieces at home in order to remain on track and meet deadlines.
- Research and take notes and for critical essays

Frequency of homework at each stage

- Frequency will be common across all Expressive Arts subjects:
- S1/2: every 2 weeks, length taken will be variable according to activity
- S3-6: weekly, length taken will be variable according to activity

It is expected that all pupils at all stages will establish and maintain their sketchbooks

Procedures for issuing, recording, providing feedback

- S1-3: Homework will be issued and recorded in planners
- S4-6: Homework will be issued and recorded in the most appropriate method eg Edmodo, mobile phones, practice logs, sketchbooks, diary
- Homework will be checked on a regular basis and comments fed back to pupils

Non completion of homework tasks will be dealt with according to faculty and school procedures.

Biology

Purpose of homework within Biology department

To consolidate class work and reinforce learning.

To encourage confidence in knowledge and develop problem solving skills.

Types of homework to be issued

It is expected that pupils will read over class notes after every lesson. In addition,

S3 BGE - Building on skills based homework undertaken in S1/2, pupils will complete a combination of knowledge/problem solving based work and demonstrate their understanding in a variety of formats eg. presentations and newspaper articles.

Intermediate 1 - Summary sheets, short answer questions and SQA past papers.

Intermediate 2 - SQA past paper questions and completion of practical write ups.

Higher / H Human - SQA past paper questions and completion of practical write ups.

Advanced Higher - SQA past paper questions and completion of practical write ups.

At other times throughout the year, pupils may be asked to produce presentations on a particular topic.

Frequency of homework at each stage

Frequency will vary depending on knowledge content covered in class and time of year but on average,

S3 BGE - 30 minutes per week

Intermediate 1 - 30 minutes per week

Intermediate 2 - 1 hour per week

Higher / Higher Human - 2 hours per week

Advanced Higher - 2 hours per week

Procedures for issuing, recording, providing feedback

Procedures may vary slightly between teachers.

Issuing - in addition to verbal instructions, a reminder will always be written on the board, door or wall for checking.

Recording - Logged on departmental database.

Feedback - written comments on work, individual verbal feedback, and whole class discussion when common points need to be addressed.

Purpose of homework within Business Education department

Homework is designed to reinforce learning of outcomes covered in class, as well as to encourage independent revision at home to prepare for progress tests, national assessments and SQA exams.

Types of homework to be issued

Broad General Education

Pupils will be issued short project-based exercises based around Learning Journeys. Short investigatory/research tasks will also be issued.

Senior Phase

Pupils will be given traditional exam style questions to complete at home, as well as revision for upcoming progress tests, national assessments and SQA exams.

Frequency of homework at each stage

Broad General Education

Short exercises will be issued on a weekly/fortnightly basis. There will be one Large project-based exercise issued per Learning Journey.

Senior Phase

Pupils in the senior phase will receive homework every 2 weeks.

Procedures for issuing, recording, providing feedback

Broad General Education

Pupils will record homework in planners. Verbal instructions will be given on shorter homework. Peer feedback and formal teacher feedback on project-based homework.

Senior Phase

When homework is issued, pupils will be given a completion date, which they will be encouraged to record in their own diary/phone. A spreadsheet will be kept to record homework received and marks achieved. Feedback will be given to pupils individually and, where necessary, homework will be discussed as a whole class.

Purpose of homework within the department

Homework is designed to consolidate work done in class and allow teaching staff to assess levels of understanding and identify areas where pupils may require additional explanation, throughout the course of the school year.

Types of homework to be issued

The type of homework will be varied and designed to challenge pupils and allow them to demonstrate their levels of understanding at all levels.

Typical homework tasks could be:

- Project work
- Past paper questions and revision questions specific to topic being studied
- Revision of previous topic
- Worksheets to complete
- Online tasks to complete

In addition to formal homework tasks students are expected to devise a plan of ongoing regular study of course work to ensure they are fully prepared for exams. Teaching staff will be happy to discuss this and assist students in putting a study plan together.

Frequency of homework at each stage

S1 & S2 CFE - fortnightly. Homework will take around 30 minutes to complete
S3 CFE Chemistry - fortnightly. Homework will take around 30 minutes to complete but may be longer if project work covers several weeks.

S3 CFE Lotions & Potions weekly – around 30 minutes work

S4 Intermediate 1 weekly – 30 mins

S4 Intermediate 2 weekly - 30 mins formal homework

S5 Higher continuous – 60 mins formal homework

S6 Advanced Higher continuous referral to Scholar and additional websites and extra worksheets

Procedures for issuing, recording and providing feedback

Issuing Homework

Students will be told to write their homework task in their planner at least one week before the homework is due. Any instructions, homework booklets or past papers would also be issued at this time.

Recording Homework

Staff will record homework grades or comments in their own file. This information will be kept and then used to inform parents evening discussion and report writing.

Providing feedback After homework has been marked staff will take time in class to go over the homework or provide individual feedback, depending on the nature of the homework given.

Computing

Purpose of homework within Computing department

Broad General Education

- To further extend learning
- To develop powers of investigation
- Increase interest in relevant areas e.g. current technology

Senior Phase

- To reinforce classroom learning.
- To challenge pupils to further their understanding.

Types of homework to be issued

Broad General Education

- Short, project based exercises based around Learning Journeys.
- Short investigative/research tasks.

Senior Phase

- Written exercises.

Frequency of homework at each stage

Broad General Education

- Short exercises to be completed on a weekly/fortnightly basis
- Larger, project-based exercises to be one per Learning Journey (6 to 8 weeks).

Senior Phase

- Homework is issued fortnightly.
- Additional homework/study focus as required on an ad-hoc basis.

Procedures for issuing, recording, providing feedback

Broad General Education

Pupils record homework in planners. Verbal instruction given on shorter homeworks. Peer feedback and formal teacher feedback on project-based homework.

Senior Phase

Homework is issued either on sheets of paper, in jotters or online. Results are recorded in jotters, in online records or via a spreadsheet. Feedback is provided via comments on jotters/paper or via feedback online. Edmodo is used to annotate comments, award marks and award badges for good performance.

Craft, Design & Technology

Purpose of homework within Craft, Design & Technology department

Broad General Education

- To reinforce learning that has taken place
- To practice or develop particular skills or techniques
- To prepare for new learning
- To complete or improve a task that has begun

Senior Phase

- To reinforce learning that has taken place
- To develop subject specific Knowledge, Understanding and Interpretation
- To develop particular subject skills or techniques
- To complete or improve internally assessed assignments and tasks
- To prepare for new learning

Types of homework to be issued

Broad General Education

- Completion of tasks begun in class, i.e. sketching/rendering, written tasks, research pages, project work, market research, etc.
- Practising of particular skills, i.e. sketching and rendering
- Project based tasks – these will take various forms ranging from finding out particular information through questions or research to formal development of written or word-processed reports and presentations

Senior Phase

- Formal written tasks and questions
- Research tasks for internal and external project work
- Preparation tasks for Thematic and Design Assignments
- Completion of pages for design and graphic folios

Frequency of homework at each stage

Broad General Education

Frequency will be dependent on the particular Learning Journey. However, as a guide, short tasks will be issued on a weekly/bi-weekly basis. For S1 and S2 there will be a project based assignment issued for each Learning Journey across the four Faculty subjects (Home Economics, Business Education, Computing and Craft, Design and Technology)

Senior Phase

Homework is issued on a bi-weekly basis.

Please note that frequency of tasks for completion of for assessments and assignments will vary throughout the Academic year dependent on submission dates set by Scottish Qualification Authority.

Procedures for issuing, recording, providing feedback

Broad General Education

Homework is recorded in student planner. Feedback is given through a variety of strategies including self and peer assessment, verbal and written feedback from teacher and group discussion.

Senior Phase

Written work is marked appropriately and handed back with feedback. Record of homework completed is kept by teacher. Displays and discussion of research and assignment tasks take place.

Drama

Purpose of homework within Drama department

- To consolidate learning within the department
- To develop skills in reflection and evaluation
- To prepare for performance opportunities
- To develop research skills

Types of homework to be issued

- evaluation tasks which may be written, recorded or visually created
- learning of scripts
- research into themes or topics which may include written notes, collection of objects, appropriate music or sound effects, newspaper articles
- rehearsal of practical drama pieces
- completion of rehearsal diary
- reading of texts and background material
- essay practice

Frequency of homework at each stage

- Frequency will be common across all Expressive Arts subjects:
- S1/2: every 2 weeks, length taken will be variable according to activity
- S3-6: weekly, length taken will be variable according to activity

It is expected that all pupils at all stages will establish and maintain regular rehearsal routines

Procedures for issuing, recording, providing feedback

- S1-3: Homework will be issued and recorded in planners
- S4-6: Homework will be issued and recorded in the most appropriate method eg Edmodo, mobile phones, practice logs, diary
- Homework will be checked on a regular basis and comments fed back to pupils

Non completion of homework tasks will be dealt with according to faculty and school procedures.

Purpose of homework within English department

- to improve/enhance knowledge about language
- to encourage personal reading and broaden vocabulary
- to build self-reliance & organisational skills
- to improve research skills
- catch-up, redrafting & revision

Types of homework to be issued

- grammar exercises
- extended writing
- reading for a variety of purposes
- completing/catching up with class work
- research & preparation for class
- exam revision

Frequency of homework at each stage

S1 & S2	weekly with a termly book report
S3	weekly plus folio catch up work and preparation for talks
S4 – S6	weekly plus 1 st and 2 nd drafts of folio pieces

Procedures for issuing, recording, providing feedback

There is a set routine for issuing homework – there are set days for issuing and handing in

Records are kept in teachers' planners with details of the type of homework (summative, evaluative, formative)

Feedback is provided individually and on a whole class basis, consisting of written comments, rewards, next steps, individual verbal feedback, notes in planners

Purpose of homework within the Geography department

The homework issued within the Geography department aims to further expand the knowledge and understanding of topics covered in class. Homework assignments are intended to consolidate learning and build upon existing knowledge. Homework allows students to be independent learners and take time to research topics which interest them, further allowing student's personalisation and choice.

Types of homework to be issued

Pupils are often given choice about how they would like to present the information for homework assignments allowing flexibility for different learning styles and levels of ability.

Homework varies across year groups and can range from research tasks to past paper practice and project work.

Frequency of homework at each stage

Frequency of homework depends upon what topics are being covered at each stage.

S1: approximately monthly (with the exception of longer homework pieces such as projects which may be given over several weeks).*

S2: approximately monthly*

Standard Grade: during preparation for prelims homework is mostly past paper work and personal revision of notes. Varies from weekly-fortnightly.

Intermediate: weekly-fortnightly

Higher: weekly

Procedures for issuing, recording, providing feedback

Issuing: pupils will either copy notes in to their jotters or will be issued with a handout explaining the homework task. Pupils will write this in their planner (S1 and S2).

Recording: Teacher's record in their planners who has/has not submitted homework/ late homework etc.

Feedback: Mixture of verbal and written feedback depending on task. Peer assessment to allow pupils to feedback to each other. Whole class feedback on common errors or success. Classes are shown examples of good work to further improve future homework submissions.

Purpose of homework within the Guidance department

The purpose is about building their personal profile and developing their educational identity.

Types of homework to be issued

CV Building
Application Forms – all types
UCAS forms
Career Research
Interview prep

Frequency of homework at each stage

We issue homework at varied points over the year and homework relates to specific needs at key stages.

Procedures for issuing, recording, providing feedback

In Guidance, we provide support and encouragement for homework to be completed effectively and in a timely manner. We check pupil learning logs in PSE lessons and record pupil use and also try to establish a pattern of checking the homework due with S1/2 classes in the week ahead and ensuring everyone has a record. When we do issue homework it tends to be tasks to find out information relevant to the following weeks lesson or for application forms/CV's and personal statements to be completed. We also encourage students to access the SDS resource www.myworldofwork.com once students have created a log-in in school. Students are also tasked with booking their own work placement at home using the www.workit.info website and are required to complete a profile and to complete the work-related quizzes. We also set tasks for students to prepare for interviews for the wide variety of recruitment processes our students face for college/university/training etc.

History

Purpose of homework within History department

- Reinforcement of classroom learning
- Encouraging independent learning
- Practising exam skills

Types of homework to be issued

- Junior years - mix of informal and formal homework including lengthy project based assignments.
- Senior years – all homework focused on exam skills and revision. Essays and source questions.

Frequency of homework at each stage

- BGE – focused on big pieces of work which take several weeks to complete. Normally two of these per term.
- Senior Phase – continuous working on essays and source questions. Deadlines normally weekly.

Procedures for issuing, recording, providing feedback

- Homework issued to whole class. Time given to record homework in planners.
- Homework completion recorded in teacher planners.
- Written feedback given on most homework. Combination of teacher/peer and self assessment also used.

Home Economics

Purpose of homework within Home Economics department

Broad General Education

- To act as an evaluation of practical lessons
- To provide teacher with feedback of pupil's understanding of lesson
- Revision for assessment
- In depth research on given topic/learning journey
- Preparation for future lesson
- Practise practical skills

Senior Phase

- Reinforce theory work completed in class
- To provide teacher with feedback of pupils' understanding of lesson
- Revision for assessment
- Preparation for future lesson
- Practise practical skills

Types of homework to be issued

Broad General Education

- Evaluation sheet.
- Short response question sheet.
- Variable format research
- Revision of completed text.
- Encourage the practise of as many practical skills as possible.

Senior Phase

- Past exam paper questions.
- Short response worksheet/questions.
- Variable format research.
- Revision of completed text.
- Encourage the practise of as many practical skills as possible.

Frequency of homework at each stage

- Evaluation of practical after each practical lesson
- Research to be done at the start of a learning journey
- At various points during learning journey as required
- Prior to any assessment
- Weekly reminders to practise as many practical skills as possible
- Standard Grade ,weekly
- Hospitality Intermediate /2 - Weekly reminders to practise as many practical skills as possible. Time plan practise as required
- Creative Cake Production. Research and home practise for each cake made

Procedures for issuing, recording, providing feedback

- Written work handed in is marked appropriately and handed back
- Record kept of work completed is kept by teacher
- Displays of any research material where appropriate
- Discussion in class of research findings

Mathematics

Purpose of homework within Maths department

- Consolidate
- Revise
- Extend
- Explore

Types of homework to be issued

- Examples of Maths in real world
- Research
- Data collection
- Consolidation
- Numeracy
- Practice

Frequency of homework at each stage

S1/S2 weekly: peer/ teacher marking

S3: Formal submission once every fortnight
Informal submission every other week

S4- S6: Topic based, issued once or twice per week

Procedures for issuing, recording, providing feedback

- Classwork jotters, homework jotters, worksheets,
- Planners & Learning Logs

Recording: traffic light data kept on department spreadsheet

Feedback: comments on jotter, stamps, self assessment, peer feedback, verbal feedback, class discussion

Online resources

Modern Studies

Purpose of homework within Modern Studies department

- Encourage independent research
- Reinforce classroom learning
- Develop complementary skills e.g. IT, dealing with bias and exaggeration, extended writing using a structured framework
- Exam preparation / revision

Types of homework to be issued

- Past Paper questions
- Essays / extended answers
- Independent research e.g. presentations
- Background reading on current issues

Frequency of homework at each stage

- S1 – monthly
- S2 – monthly
- S3 – every two weeks (based on current SG presentations)
- Senior classes - weekly

Procedures for issuing, recording, providing feedback

Issuing

- Information copied into planner/ jotter / phones / added to Edmodo
- Deadline issued
- Discuss the homework task

Recording

- Electronic versions are saved online
- Results recorded in teacher planner, with regular reviews to check progress

Feedback

- Written in jotter
- After school revision
- Informal discussions within class or with individual

Modern Languages

Purpose of homework within Modern Languages department

- to build on prior learning
- to promote an increased awareness of how the language works
- to provide further practice of grammar & vocabulary taught in class
- to create an increased awareness of other cultures and the wider world
- to improve learning skills

Types of homework to be issued

- learning vocabulary
- completing grammar exercises
- reading comprehension tasks
- translation exercises
- extended writing tasks
- preparing talks
- researching cultural/background topics
- thinking skills activities

Frequency of homework at each stage

S1 once or twice a fortnight

S2 once a week

(S2 taster language courses once or twice over the 20 week period)

S3 once a week

S4 – S6 twice a week

Procedures for issuing, recording, providing feedback

Teachers ensure that when homework is issued it is noted in planners

Records are kept in teachers' planners, recording if handed in late or needing re-done

Feedback takes various forms – comments in jotters, whole-class, or individual as required

Purpose of homework within Music department

- To consolidate and expand pupil understanding of music styles and features
- To develop regular practise routines on 1 or more instruments
- To prepare for performance opportunities
- To self-evaluate progress

Types of homework to be issued

S1/2 – tasks will alternate between understanding and performing activities

- Understanding - pupils will investigate the variety of musical styles and identify key features within a selected piece of music as directed by staff in the form of a report
- Performing – pupils will record their practise routine on a regular basis, identifying development targets and evaluating progress made

S3 – 6 - tasks will alternate between understanding, creating and performing activities

- Understanding - pupils will expand their knowledge of musical genre and theory through listening tasks as directed by the class teacher
- Creating – pupils will develop their composing skills through investigation of style specific concepts and creating a piece of music appropriate to each genre
- Performing - pupils will record their practice routine on a regular basis, identifying development targets and evaluating progress made

Frequency of homework at each stage

- Frequency will be common across all Expressive Arts subjects:
- S1/2: every 2 weeks, length taken will be variable according to activity
- S3-6: weekly, length taken will be variable according to activity

It is expected that all pupils at all stages will establish and maintain effective practise routines.

Procedures for issuing, recording, providing feedback

- S1-3: Homework will be issued and recorded in planners
- S4-6: Homework will be issued and recorded in the most appropriate method eg Edmodo, mobile phones, practice logs, diary
- Homework will be checked on a regular basis and comments fed back to pupils
- Non completion of homework tasks will be dealt with according to faculty and school procedures.

Physical Education

Purpose of homework within Physical Education department

To consolidate and reinforce the theory and practical work covered in class.
To monitor and identify strengths and weaknesses in pupils knowledge/understanding.

Types of homework to be issued

Written tasks

Observation tasks (eg. watch a sporting event on TV and prepare a written analysis based on this observation)

Frequency of homework at each stage

Intermediate 1 – 1 activity per week

Intermediate 2 - 1 activity per week

Higher - 1 activity per week

Procedures for issuing, recording, providing feedback

Homework is issued weekly through theory lessons

Issuing - in addition to verbal instructions, a reminder will always be written on the board, door or wall for checking.

Recording – staff record homework returns and level of achievement if applicable on paper registers.

Feedback - written comments on work, individual verbal feedback, and whole class discussion when common points need to be addressed.

Beginning to introduce and explore 'Edmodo' as a vehicle for issuing, recording and providing feedback

Purpose of homework within Physics department

- To consolidate class work and reinforce learning.
- To encourage confidence in knowledge and develop problem solving skills.

Types of homework to be issued

Homework issued can take many forms. This can be more formal homework by using worksheets which will consolidate work covered in class. Research based homework investigating a section of work that will be covered in future lessons. Project based where pupils are asked to go into more detail and add depth to their learning. The ultimate aim of homework is to provide activities which encourage pupils to enhance their learning.

Frequency of homework at each stage

S1-S3 (broad general education) - Homework given is a mixture of research and project based. This is to encourage skills that will be required for certificated courses while allowing pupils the opportunity to go into more depth with certain areas of the course. Pupils should go no longer than two weeks without some form of homework, with more time given for project based work.

S4-S6 – Homework used to support and consolidate learning. This is more worksheet based and will allow pupils to improve on areas that have been covered during lessons. Homework is given weekly and extended homework given over holiday periods if required.

Procedures for issuing, recording, providing feedback

Homework is issued in class with pupils given time to record the submission date in their planners/devices. When homework is submitted it can be marked by the teacher and then returned, self assessed or peer assessed as appropriate. Feedback should always be given and can be done with written comments or verbally. Pupils should be given opportunity to act on feedback that has been given, possibly by re-submitting homework. Teachers will keep a record of homework that has been issued and submitted by pupils.

Religious, Moral & Philosophical Studies

Purpose of homework within the RMPS department

- To consolidate learning to raise attainment.
- Reinforce classroom learning.
- To promote and encourage independent life-long learning.

Types of homework to be issues

- Reports.
- Newspaper or articles.
- Past papers.
- Revision techniques.
- Choice homework

Frequency of homework at each stage

- First year: once/twice each unit (choice homework)
- Second year: once per unit
- Standard grade: fortnightly
- Intermediate 1 and 2: weekly
- Higher: weekly

Procedures for issuing, recording and providing feedback

- Homework instructions displayed on the classroom wall for each homework task set. Also uploaded to Edmodo. Homework noted in pupil planners.
- Traffic light system used to assess whether pupils are on/ above/ below target. This is recorded separately for each class and pupils have access to this.
- Written feedback is provided on each assignment.
- Star chart (junior classes) where points are awarded for homework (tasks are graded in difficulty level person with most stars at the end of term receives a prize.
- This encourages competition and effort amongst classes/pupils.
- Cross marking of Higher homework and Advanced Higher dissertations.
- Matrices of assessment used to track and monitor homework at senior and certificated levels.
- Parents lettered where homework is not submitted.

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