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THE CARDINAL VAUGHAN MEMORIAL SCHOOL

Amare et Servire

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HOMEWORK AND MARKING POLICY

All policies are updated regularly in accordance with statutory guidance.

THE CARDINAL VAUGHAN MEMORIAL SCHOOL

HOMEWORK AND MARKING POLICY

The School attaches great importance to the performance of homework and expects all pupils, with the encouragement of their parents, to do homework conscientiously. All Departments are expected to adhere to the School's published policy and to set written homework on every occasion specified by the homework timetable. The task set for homework should not be the completion of classwork. Subject teachers should adhere **strictly** to the homework timetable and to the requirements of the School's Assessment Policy.

Homeworks at Key Stages 3 & 4 set in each subject will alternate between more familiar written tasks and **retrieval homeworks**: specific learning tasks set in order to enable the pupils systematically to acquire, retain and ultimately deploy the information they will need to succeed. Every retrieval homework set will be tested in class and each pupil's cumulative score over time in any given academic year will constitute 25% of his Christmas and summer exam results.

Key Stage 3

One homework is set per subject per week; this will alternate, week by week, between written and retrieval homeworks. In Art and Design Technology, regular projects (of maximum duration of half a term) are set, with time for their completion built into the homework timetable.

Key Stage 4

While the core subjects have more homework than the optional subjects in terms of frequency, the same principle applies as KS3 insomuch that homeworks will alternate between written and retrieval.

Although the date of submission of work may be varied according to the requirements of the subject teacher, no more than a week may be given to complete and submit work; in most cases, it will be required to be submitted on the next day.

Sixth Form

Written work is to be set on a weekly basis by each subject teacher.

Homework must be assessed and marks recorded. Marked work should include regular and precise feedback, so that pupils know how to take the next steps to improve their learning, and so that pupils who are performing at a very high level know why they are doing well. Pupils should be involved in self-assessment of their learning; peer assessment may be used to facilitate this. To this end, homework stamps (which entail and direct staff comments) must be used by each subject teacher for every written homework set in Key Stages 3 & 4. If homework is not done, or is done unacceptably, members of the staff should refer the pupil in question.