



Presentation Secondary School

Church Street, Castleisland, Co. Kerry



Homework Policy

This Policy was ratified by the Board of Management on 16th December 2024



Our vision is to prepare accomplished, confident, independent and resilient young adults, who follow their passions, develop a love of learning and become positive role models in society.

Homework Policy Overview

At Presentation Secondary School, Castleisland, homework is a key component of the learning process. It reinforces classroom learning, fosters independent study, develops a growth mindset and promotes the development of key skills necessary for academic success. The policy outlined here adheres to the Department of Education's guidelines and is designed to balance the educational needs of students with their overall wellbeing.

Purpose of Homework

Homework is designed to:

- Consolidate and reinforce skills and understanding developed during class.
- Encourage independent learning and personal responsibility – growth mindset.
- Promote the habit of self-discipline, organisation and time management.
- Facilitate revision and preparation for exams.

Roles and Responsibilities

School

- Ensure that this homework policy is clear, understood and implemented across all subject departments.
- Provide appropriate resources and support to help students complete homework, including after-school study.
- Review the homework policy annually in consultation with teachers, SNAs, students and parents/guardians to ensure it remains effective and relevant.

Teachers

- Assign meaningful and manageable homework that aligns with curriculum goals.
- When appropriate, differentiate homework to cater to the diverse learning needs and abilities of students, ensuring that each student is appropriately challenged. This includes adjustments for students with special educational needs (SEN), additional educational needs (AEN), exceptional abilities (EA) and those for whom English is not their first language (EAL).
- Spread homework evenly throughout the week to avoid overburdening students.
- Communicate all homework to students in a clear and consistent manner.
- Provide timely and constructive feedback on completed homework.
- Adjust homework expectations for students with SEN/AEN/EA, students who do not have English as their first language and other individual circumstances. Teachers will work closely with the SEN Co-ordinator, Special Needs Assistants (SNAs), and language support staff (EAL teachers) to provide appropriate support.

Parents/Guardians

- Provide a conducive environment for their daughter/s to complete homework, such as a quiet and well-lit study area.
- Encourage and monitor their daughter/s homework completion.
- Communicate with the school if issues arise that may prevent their daughter/s from completing homework e.g. illness, family circumstances etc.
- Ensure that their daughter/s part-time employment does not interfere with the completion of homework.
- Remind their daughter/s, that it is their sole responsibility to find out the homework missed out on from another classmate. Contacting a teacher through Teams is a last resort.
- Consider after school supervised study as a viable option for their daughter/s and discuss this with them.

Students

- Record all homework in their student journal and manage their time effectively to complete tasks.
- Ensure homework is completed to the best of their ability and submitted on time.
- Notify teachers, with a note from their parent/guardian, if homework could not be completed, for a valid reason e.g. illness
- Take responsibility for catching up on missed homework due to absences, including those resulting from school-related activities, such as sports or other extra-curricular commitments (Growth Mindset).
- Contact a classmate to find out the homework missed out on. Contacting a teacher via Teams is a last resort and there is no expectation for teachers to respond outside of school hours (Growth Mindset).
- Ensure that part-time employment does not interfere with the completion of homework.

Recommended Time Guidelines for Homework

The time students should spend on homework varies by year group. The following are general guidelines:

Year Group	Recommended Time
1st Year	1 to 2 hours per day
2nd Year	1.5 to 2 hours per day
3rd Year	2 to 3 hours per day
Transition Year	Variable depending on project work
5th Year	3 hours per day
6th Year	3+ hours per day

SEN, AEN, EA and English as an Additional Language (EAL)

Students with SEN/AEN/EA or those for whom English is not their first language (EAL) will have their homework tailored to their individual needs. Teachers will work closely with the SEN Co-ordinator, Special Needs Assistants (SNAs), and language support staff (EAL teachers) to ensure these students receive appropriate support. This collaboration ensures that differentiated homework, additional time or alternative tasks are provided to align with each student's learning goals and abilities. Language support staff (EAL teachers) will assist in creating homework tasks that are accessible and comprehensible to English language learners, ensuring they can effectively engage with the material.

Sanctions for No Homework Presented

To ensure that homework is completed consistently, the following sanctions, per subject, will be applied for no homework presented, without an explanation from a Parent/Guardian:

- **First Occasion:** The student will receive a verbal warning.
- **Second Occasion:** The student will receive a note in her student journal.
- **Third Occasion:** The student will receive a second note in her student journal.
- **Fourth Occasion:** The student will receive a third note in her student journal and the relevant Year Head will be notified. The Year Head will arrange a detention and make a phone call to the student's parents or guardians.
- **Subsequent Occasions:** Each subsequent occasion will result in another note in her student journal, an additional detention and an additional phone call home by the Year Head.

These sanctions are designed to encourage students to take responsibility for their learning and to complete their homework consistently.

Benefits of Homework

- **Academic Reinforcement:** Homework helps students review and reinforce what they have learned in class.
- **Skill Development:** It promotes critical thinking, problem-solving and research skills.
- **Time Management:** Regular homework fosters habits of self-discipline and time management.
- **Preparation for Exams:** Continuous homework practice aids in exam readiness by keeping students engaged with the material throughout the year.
- **Growth Mindset:** Homework requires students to take ownership and responsibility for their own learning.

Evaluation and Review

This homework policy will be reviewed annually in line with our policy review process. Feedback from teachers, SNAs, students and parents/guardians will be considered to make necessary adjustments. The effectiveness of the policy will be evaluated based on student performance and feedback from the school community.

Conclusion

Homework is an integral part of the educational experience at Presentation Secondary School, Castleisland. This policy aims to create a structured approach to homework that supports student learning and development while considering the diverse needs of our school community, including students with special educational needs (SEN), additional educational needs (AEN), exceptional ability (EA) and English as an additional language (EAL). Through co-operation between the school, teachers, SNAs, parents/guardians and students, we strive to maximise the educational benefits of homework.

This version of the policy includes a detailed section on sanctions for no homework presented, to ensure accountability and consistent completion of homework tasks.

Signed: Mary O'Keefe Signed: Piara Ryan

Chairperson of the Board of Management

Secretary to the Board of Management

Date: 16/12/24

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